



Okanagan Nation Alliance

#101 – 3535 Old Okanagan Hwy, Westbank, BC V4T 3L7
Phone (250) 707-0095 Fax (250)707-0166 www.syilx.org

EMPLOYMENT OPPORTUNITY

Wildlife and Ecosystems Project Manager

The Okanagan Nation Alliance (ONA) is the Tribal Council for the Syilx Okanagan Nation. The ONA's mandate is to advance, assert, support and preserve the Syilx Okanagan Nation Title and Rights. Further, the ONA is charged with providing members with a forum to discuss and form positions on areas of common concern.

The ONA is currently seeking to employ a Wildlife and Ecosystems Project Manager in the Natural Resource Department. This position is responsible for the development, participation, management and implementation of natural resource projects and processes in order to uphold the Chief Executive Council mandate as it relates to natural resources. The position will oversee projects and work with various staff, as well as Okanagan Nation communities, committees, and partners.

Key duties and responsibilities may include:

- Participate in department strategic planning requirements.
- Develop, manage, implement, and monitor relevant natural resource projects.
- Provide reports to the Program Lead, and review and input on reports as required.
- Maintain positive inter-agency relations to increase the profile of the ONA and the program.
- Develop budgets, contracts, and work plans, and manage all delegated fiscal and material resources.
- Identify and apply policies and legislation.
- Provide information, advice, and expertise to Natural Resource Department teams and committees.
- Maintain communication and correspondence files for all work activities.
- Other duties as required of this position.

Qualifications and Competencies required:

- Bachelor's Degree in Biology, Environmental Studies, Forestry, or Natural Resources; or an equivalent combination of education and five (5) years related work experience with natural resource project management and implementation, including staff supervision.

- Experience working in First Nations natural resource management programs or projects is preferred.

Knowledge, Skills and Abilities

- Strong knowledge of natural resources management and related challenges facing First Nations.
- Strong knowledge of various government natural resource policies.
- Proven knowledge and abilities in budgeting, contracts and project management.
- Demonstrated ability to supervise and provide the professional mentorship and capacity development of Department staff.
- Ability to work closely with *syilx* Elders and community members to ensure inclusion of traditional ecological knowledge.
- Ability to create reports and complete planning.
- Ability to work independently as well as in a team.
- Ability to work with a variety of electronic field and office equipment.
- Must have good communication and technical writing skills.
- Demonstrated ability to use various project management and data management software and associated programs.
- Demonstrated organizational, time management and presentation skills.
- Availability of a reliable vehicle and a valid BC Driver's License.
- Ability to work in the field as well as flexible work hours and willingness to work evenings and on weekends.

Application Procedure: Interested candidates are invited to send a current resume and covering letter to:

David Leroux, Human Resources Manager
Okanagan Nation Alliance
#101-3535 Old Okanagan Hwy, Westbank BC V4T 3L7
Email: dleroux@syilx.org or Fax: (250) 707-0166

Thank you for your interest. **No phone calls please.** Only those shortlisted will be contacted.