



# Okanagan Nation Alliance

101 -3535 Old Okanagan Hwy, Westbank, BC V4T 3L7

Phone (250) 707-0095 Fax (250)707-0166

[www.svilx.org](http://www.svilx.org)

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## EMPLOYMENT OPPORTUNITY

### **Jordan's Principle Lead- Permanent, Full-Time**

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 interested in employing a Jordan's Principle Lead to lead the development, implementation and maintenance of the Jordan's Principle Enhanced Service Coordination Model. In leading the program's processes and services, the Lead will ensure Syilx world view and protocols in order to uphold the Wellness Committee mandate, as it relates to wellness services.

#### **Scope of Position:**

This position will work with the Wellness Team as well as Okanagan Nation communities, committees, external governments, First Nations and other partners. This role is accountable to the Wellness Programs Administrator and oversees the Jordan's Principle Coordinators, ensuring effective case management with stakeholders and community partners.

#### **Key Duties and Responsibilities:**

1. Participate department in program strategic planning, human resources, administrative, financial and operational management requirements ensuring embedded Syilx cultural ways.
2. Ensure successful implementation, coordination and delivery of the Jordan's Principle Program.
3. Ensure implementation of the contractual obligations are fulfilled
4. Ensure accountable and timely delivery of quality planning process to the ONA communities.
5. Create and complete required templates, briefing notes, and reports including; financial, human resources, administrative, strategic and operational planning.
6. Complete and assist staff with project management.
7. Ensure staff development and mentorship.

#### **Qualifications and Experience:**

- Bachelors' Degree in Social Work or related discipline
- Minimum of (5) five years recent related experience or an equivalent combination of education, training and experience.

- Knowledge of best practices in delivery of social services to First Nation communities.
- Some knowledge and abilities in strategic planning, human resources, finance and administration.
- Community development practice experience.
- Strong understanding and awareness of both Federal and Provincial Health, Education and Social policy.
- Experience in working with First Nation organizations.
- Energetic, detailed and self-motivated with demonstrated written, public speaking and presentations skills.
- Working knowledge of computer software including MS office, especially spreadsheet and data base applications.
- Availability of a reliable vehicle and a valid BC Drivers' License.
- Ability to work flexible work hours/willingness to work on evenings and weekend.
- Current criminal record (vulnerable sector) check with the RCMP
- Aboriginal ancestry preferred.

Hours of work: 37.5 hours per week.

**Application Procedures:** Please send a current resume and covering letter to:

**Human Resources**

**Okanagan Nation Alliance**

**#101 – 3535 Old Okanagan Hwy, Westbank, BC V4T 3L7**

**Email: [WellnessHR@syilx.org](mailto:WellnessHR@syilx.org) or Fax: (250) 707-0166**

**COMPETITION OPEN UNTIL FILLED**

**Thank you for your interest. No Phone Calls Please only those short-listed will be contacted**