



# 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

### **Okanagan Nation Response Team Coordinator 2 – Maternity Leave Backfill.**

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 an Okanagan Nation Response Team (ONRT) Coordinator 2, Maternity Leave Backfill, to support the development, implementation and maintenance of the Family Decision Making Program. The Coordinator will be responsible to assist with the organization, development and implementation of the Okanagan Nation Response Team (ONRT) project, processes and services, ensuring the Syilx worldview, 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 Okanagan Nation Response Team (ONRT), Coordinator 3, and will be responsible to guide the development, management and delivery of the Okanagan Nation Response Team (ONRT) programming and response services.

#### **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 engagement of community staff using multiple methods.
3. Complete and assist staff with project management.
4. Ensure staff development and mentorship.
5. Implement and coordinate the Okanagan Nation Response Team as per program manual.
6. Ensuring successful delivery of the ONRT program as the lead staff on community responses.
7. Work with the Health and Social Development teams in each band community and assist to identify and enhance new and existing services.
8. Ensure safe, accountable and timely delivery of quality ONRT service planning and services to the ONA communities.
9. Engage community staff to inform service delivery planning.
10. Ensure the program manuals are up to date and implemented.
11. Provide intervention services as required.

**Qualifications and Experience:**

- Bachelors' Degree in Social Work or related discipline
- Minimum of (1) one-year recent related experience or an equivalent combination of Strong understanding and awareness of both Federal and Provincial Health and Social policy required.
- Community development practice experience required.
- 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.
- Knowledge and experience of Okanagan Nation band communities is essential.
- Ability to create reports.
- Excellent mediation and conflict resolution skills.
- Demonstrated organizational, time management and presentation skills.
- Ability to use Microsoft Office, project management and budgeting software tools.
- Must have excellent interpersonal, communication and technical writing skills.
- Demonstrated knowledge of the IRS legacy and impacts and effective methods for working with intergenerational trauma.
- Experience in working with First Nation organizations.
- 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@sylix.org](mailto:WellnessHR@sylix.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**