



Making a difference...together

Leadership Opportunity

Manager, First Nations Relations

Corporate Services

Competition	18/242
Status	Exempt Management
Salary Range	\$104,380 - \$122,800 annually
Review of applications begins	4:00pm on November 19, 2018 but the position will remain open until filled.

Position Purpose

The Manager, First Nations Relations is responsible for ensuring a high focus on positive intergovernmental relationships with the CRD's neighbouring First Nations. Reporting to the General Manager (GM), Corporate Services, the Manager provides senior advisory services to the GM, the Executive Leadership Team, Board Committees, and Electoral Areas on a variety of Indigenous matters and initiatives, ensuring a high performance and well informed approach.

Key Accountabilities / Position Outcomes

- Provides professional and expert leadership, support, advice and guidance to CRD Senior Staff, the Board and affected Board committees, and service areas on matters regarding First Nations relations and initiatives, including matters of treaty.
- Provides senior level support and advice to the organization with regards to determining First Nations interests.
- Liaises with First Nations communities in such a way that helps build strong, long lasting and mutually beneficial relationships for multiple purposes.
- Provides support for various advisory committees and working groups seeking guidance on First Nations relations.
- Attends Treaty tables, representing the interests of the CRD.
- Attends the Te'mexw Treaty Advisory Committee as a representative of the CRD's First Nations Relation Division; supports the Board representative on that committee.
- Works with regional and municipal staff as well as provincial staff and legal counsel to develop appropriate protocols, agreements, MOUs, and other instruments to facilitate service arrangements with First Nations.
- Leads the organizational engagement with First Nations on major projects including, but not limited to, the Wastewater Treatment Project (WTP), Regional Parks Acquisition strategy, and as needed, the Regional Growth Strategy (RGS).
- Supports the GM with the First Nations Relations Committee and assists in the establishment of an inter-governmental working group
- Prepares and recommends strategies and priorities to address potential issues arising from First Nations initiatives, and conducts business case reviews, research and evaluation of approaches to ensure successful outcomes.
- Ensures policies, structures and systems are in place to effectively support the function.

Qualifications

Degree in public administration, planning, Indigenous governance, law, or related field, and eight (8) years' experience in the area of Indigenous/First Nations relations, with an emphasis in the area of local government- First Nations relations. An equivalent combination of education, training, and experience may be considered. Must have significant experience working collaboratively with committees, elected officials, senior staff and community partners. Must have extensive training and acumen in cultural safety.

Demonstrated appreciation of history and cultures of peoples in the region; understanding of contemporary issues and aspirations of First Nations governments with whom the CRD interacts.

Role-specific Knowledge, Skills & Abilities

- Strong knowledge and familiarity with First Nations governments in the CRD
- Exceptional diplomacy, tact and communication skills including working with commissions and committees, liaising with elected officials, and communicating information to internal and external stakeholders and rightsholders.
- Demonstrated knowledge and experience with the Local Government Act, Community Charter, bylaws, regulations and other legislation.
- Exceptional motivation, team building, and interpersonal skills.
- Strong written and verbal communication skills
- Demonstrated senior level leadership experience.
- Contract management and project management skills with the ability to manage multiple projects with diverse objectives and deadlines.
- Significant attention to detail, ability to identify emerging issues and prioritize appropriately to meet deliverables, outcomes and deadlines.
- Ability to work cross-departmentally and inter-jurisdictionally across a variety of disciplines and structures to identify and deliver desired outcomes.
- Established relationships with key Indigenous leaders in the region would be an asset
- Proven problem solving, decision-making and issue management skills
- Demonstrated understanding of the framework of Crown-Indigenous relations and consultation obligations, and the role local government plays in that relationship.
- Valid BC Driver's License.

Due to the nature of this position, the incumbent must be willing and able to attend meetings during the day, evening and weekends as necessary.

Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at www.crd.bc.ca under "[Careers](#)".

The CRD wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.

Appendix – Leadership Profile

CRD Leaders are champions for creating an accountable, high performance, service oriented organization that makes a difference in our community. They pay attention to shifts and trends in an ever-changing and complex environment and think strategically to serve residents, businesses and local governments today while developing a sustainable organization for the future.

Leadership Summary: (P4) Leaders at this level are generally recognized as specialists in their field who integrate their depth and breadth of experience in their own discipline with knowledge of business priorities and functions to address complex problems and non-standard situations as a key contributor in an intricate and critical environment. They anticipate client needs, identify solutions, and interpret internal/external business issues, recommending best practice in their own discipline. They explain difficult concepts and persuade others to adopt a point of view. These leaders may lead teams or projects, forecasting and planning resources to meet objectives and managing costs for specific projects.

CRD Leadership Competencies: *While CRD Leaders are accountable to all Leadership Competencies, the following have particular relevance to this position:*

Thinks Strategically: Thinks strategically when analyzing issues, making decisions and prioritizing actions, including:

- Takes an organizational perspective
- Ensures client and partner interests are considered
- Aligns decisions and actions with the CRD strategic plan
- Assesses social, economic and environmental trends for opportunities and challenges

Understands the Politics: Uses an understanding of the complexity and nuances of own political arena (internal and external) to gain the support of others, including:

- Communicates relevant and timely information and alternatives to help with decision-making
- Anticipates barriers and motivators for support
- Balances the nature of communication between informing and influencing
- Uses an understanding of timing to take the right action at the right moment to gain the support of others

Builds Partnerships: Pulls people together to accomplish goals that could not be reached individually, including:

- Uses formal and informal networks to identify opportunities for collaboration
- Invites participation from diverse groups with common interests
- Balances consensus building skills with negotiation and influencing skills to achieve outcomes
- Empowers team members to take joint ownership of outcomes

Sees the Big Picture: Understands and helps others see the complexity of the CRD environment, including:

- Identifies connections, relationships and possibilities between and within different parts of the CRD
- Considers the impact of actions on other areas and/or the whole organization
- Helps others to connect current actions with the vision and strategic goals of the CRD
- Reviews and adapts plans to take advantage of emerging opportunities and to address changes in other areas