



EMPLOYMENT OPPORTUNITY

Scw'exmx Child and Family Services Society (SCFSS) is family-centered and guided by nłe?kepmx and syilx traditional knowledge and principles. SCFSS utilizes prevention and protection strategies with the collective goal to keep children with their families and communities. SCFSS recognizes historical challenges and is guided by traditional strength and wisdom to build family and community capacity in a monumental shift from protection to prevention.

COMMUNITY MANAGER

Status: Full-time | Permanent
Hours: 35 hours per week | 8:30 - 4:30 | Monday – Friday
Benefits: Comprehensive Benefits Package | Public Service Pension Plan
Location: Merritt, BC

POSITION SUMMARY

Reporting to the Executive Director, the Community Manager is a key position in working collectively with communities to exercise the inherent rights for nłe?kepmx and syilx people, as we empower children, young people, and families. The Community Manager provides leadership and guidance to the Community Services and Community Development Teams. Priorities within the Teams include community prevention, advocacy, facilitation, planning and coordination, traditional research, and the development and implementation of traditional policies and procedures. The Community Manager will lead a variety of policy and research tables to monitor and evaluate the implementation of new community-based and Elder-advised policies, programs, and initiatives on behalf of SCFSS and in collaboration with our five (5) member communities. The Community Manager operates in an environment with significant engagement and interaction with stakeholders: our five (5) member communities, our urban Indigenous community, community partners and organizations, agencies, and Elders.

OVERVIEW OF DUTIES & RESPONSIBILITIES

- Community program development and integration of nłe?kepmx and syilx culture and language into all aspects of program delivery
- Develops and manages policies and practices grounded in traditional healing measures; ensures practices are culturally safe, reflective of intergenerational impacts, and are trauma-informed
- Oversees the monitoring and evaluation of programs and services to ensure compliance to policies under nłe?kepmx and syilx practice frameworks
- Creates and sustains effective strategic relationships with external service providers/organizations to ensure they understand community needs and issues and provide valuable services to families
- Engages in employee relations; coaches staff to handle employee issues and answer employee questions or concerns
- Ensures integrity of program processes in alignment with nłe?kepmx and syilx culture and traditions



- Develop and maintain a data management system to support community engagement, referral management system; feedback process regarding services delivered, and monthly reporting to Executive Director
- Coordinates training and development programs for team members, including identification of training needs, development of training programs, scheduling and tracking training and evaluation for Community team
- Assumes financial responsibility of Community team as exercised through approved budgets; monthly reporting and participation in budget formation and fund development

SUPERVISION RECEIVED

- Regular consultation and review with the Executive Director
- Annual Performance Evaluation and work plan review with the Executive Director

JOB REQUIREMENTS

- Clear Criminal Record check prior to the first day of work
- Clear Ministry of Child and Family Development Prior Contact Check prior to the first day of work
- Valid Class 5 BC driver's license without restrictions

EDUCATION & EXPERIENCE

- Master's Degree in an acceptable specialization relevant to work performed
- Minimum of five years of experience working with Indigenous families and communities
- Minimum of three years of leadership experience in a community service setting
Minimum of two years of experience coordinating complex projects, including experience leading multi-stakeholder initiatives
- Demonstrated knowledge of nłe?kepmx and syilx cultural practices and protocols

MINIMUM REQUIRED COMPETENCIES

- Ability to conceptualize, analyze, investigate, and report on a wide variety of issues
- Ability to design, manage and deliver specific projects by carrying out analytical research and working with qualitative and quantitative data
- Ability to work collaboratively with the Management Team in the preparation of fund development and policy implementation
- Highly developed critical thinking skills for decisions and creative problem solving
- Knowledge and sensitivity of the historical and systemic impacts of intergenerational trauma on Indigenous families and communities from colonialism, residential school history, the sixties scoop, and association with the child welfare system
- Leadership style is collaborative, cultural, strategic, and innovative
- Comprehensive understanding and utilization of local Indigenous cultural and traditional approaches as



a priority over Western methodologies

- Recognizes and respects all cultural diversity and has an advanced understanding of n̓eʔkepmx̓ and syilx cultures
- Proven record of strong organizational and excellent communication skills, with strengths in public speaking, facilitation, and written communications
- Capable of multitasking with the ability to meet tight deadlines, with accuracy in detailed work
- Ability to work independently and collaboratively under minimal supervision
- Intermediate skills in Microsoft Office and other IT platforms for word processing, databases, reports, online communications, and spreadsheets

APPLY NOW

- Apply now on our website [[click here to apply](#)]
- Complete the application form on our website, attach your cover letter and resume
- We thank all candidates for their interest, but only those selected for screening will be contacted
- Pursuant to Section 41 of the BC Human Rights Code, preference may be given to qualified applicants of Indigenous ancestry