

JOB OPENING

SELF GOVERNMENT TRANSITION COORDINATOR



Job Title: Self Government Transition Coordinator
Reports to: Treaty Manager

Job Summary: The Self-Government Transition Coordinator contributes to the overall success of the organization by working to negotiate and prepare the community for a post-Treaty self governing environment in accordance with the vision, mission and objectives of the organization. The Self-Government Transition Coordinator is tasked with developing programs to build capacity, explore alternatives to Treaty, communicate, promote and revitalize the cultural heritage and language.
The Self-Government Transition Coordinator will work to advance the Soda Creek Indian Band's goal of self-government. This will include helping to further develop Governance structures, as well as plan and initiate the transition from the Indian Act to a sovereign, self-governing community.

Skills and Abilities:

- Understanding of laws, constitution and legal language
- Knowledge of traditional lands, culture and language
- Intermediate skills with Microsoft Office (You are capable of using a large number of functions and feel confident using the program)
- Ability to use in-depth analysis and evaluation using significant innovative thinking and creativity to find answers
- Strong administration, conflict resolution, time management, interpersonal communication, proposal preparation, and negotiation skills.

Type of Employment: This is a full-time position of 35 hours a week.

Application Deadline: Opened till filled. Only candidates that are eligible for an interview will be contacted.

To obtain a copy of this job description and application, please visit www.xatsull.com.

Conditions of Employment:

- Must be able to obtain and maintain a Criminal Records Check
- Must be able to obtain and maintain a valid BC Driver's Licence
- Must provide a vehicle in good operating condition and appropriate vehicle insurance to meet program requirements OR access to company vehicle is provided and requires a valid Driver's Licence

Resumes can be mailed or emailed or delivered by hand to: Leasa Williamson, Executive Assistant
3405 Mountain House Rd.
Williams Lake, BC V2G 5L5
Email: execasst@xatsull.com
Or by fax to: 250-989-2300
Only those selected for interview will be contacted

Open until filled