

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

Deadline: 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

Please provide your cover letter and resume. Open until filled. Only candidates that are eligible for an interview will be contacted. To obtain a copy of a complete job description please request one from the Executive Assistant. Preference will be given to persons of Aboriginal ancestry as per Section 16(1) of the Canadian Human Rights Act.