

JOB OPENING

# CHILD & FAMILY TRANSITION COORDINATOR



Xats'ul is looking for a highly motivated and qualified person to work as the Child & Family Transition Coordinator. This position will be responsible for supporting the development, recognition and implementation of Xats'ul's inherent jurisdiction for Child and Family Services and Supports to replace British Columbia's Child, Family & Community Service Act.

The Child & Family Transition Coordinator will work closely with NStQ Community Child and Family Transition Teams, Child and Family Steering Committee, Knucwentwecw Society, and with community members (youth, elders, matriarchs, patriachs). The coordinator will be guided by the NStQ Child and Family Tripartite Working Group Work-Plan.

## Duties & Responsibilities

### Relationship Building

- Supports the Tscenwécws re Xats'ul (Treaty) in the areas of the development and integration of Child and Family wellness.
- Represents Xats'ul First Nation at Northern Secwepem'c te Qelmuc'w (NStQ) Child & Family Steering Committee meetings, Child and Family Tripartite Working Group meetings, and other relevant meetings in relation to Child and Family Transition.

### Community Engagement

- Establishes and supports a Xats'ul First Nation Child and Family Transition Team and any other required focus groups.
- Conducts research and engagements to identify Secwépemc legal traditions, customs, principles and values for codification of jurisdiction for children and families.
- Develop and oversee a communication strategy for public awareness of programs and events

### Research Program and Service Delivery

- Supports and conducts community-based research to identify capacity development, healing and prevention services.
- Conduct research in order to recommend a plan for the implementation of transitional change management to move towards self-government.
- Conduct research on Information Management Systems that allow Xats'ul to work collaboratively with the province and the federal government to build a supportive system that meets the full spectrum of needs for Xats'ul families wherever they may live. The work will be done in collaboration with the Child and Family Tripartite Working Group.
- Create a Human Resource succession plan to ensure sustainability through the transition.
- Plan, organize and evaluate a review of the range of services and delivery models for on and off Treaty Settlement Lands (TSL) for Xats'ul First Nation members.
- Assist the Xats'ul working groups and/or Child and Family Transition Team to develop options and recommendations for a preferred NStQ Program and Service delivery model.
- Liaise with service providers of existing Child and Family policies and procedures as they relate to legislation and program development to build relationships and to identify and recommend options for the Xats'ul First Nation self government structures and services.
- Identify, evaluate and recommend opportunities to collaborate on existing and future information sharing arrangements, protocols, preventative initiatives training and funding.
- Manages the planning, implementation and evaluation of the project's research and the achievement of identified goals.

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## **Administrative**

- Provides monthly update reports to the Xatsùll First Nation Leadership and community.
- Maintains accurate and confidential file documentation.
- Assist in the development of proposals to further project goals.
- Develop a system of record keeping to track all meetings, communications and interactions for Xatsùll First Nation and Northern Secwepemc Tribal Council record keeping and funding purposes.
- Develop and submit interim and annual reports for funder.
- And other related duties.

## **Education**

- Bachelor of Social Work or equivalent training and/or experience

## **Experience**

- Background in Social Services and/or child welfare is an asset.
- Strong policy background in the area of Social Development.
- Knowledge of Canadian Legislation Bill C-92, British Columbia Policies, MCFD (Child, Family and Community Services Act), The United Nations Declaration on the Rights of Indigenous People, The Truth and Reconciliation Commission Report, Jordan's Principle, Federal and B.C. Government 10 Principals, Chief Ed John Recommendations and the Treaty Process.

## **Conditions of Employment**

- Must be able to obtain and maintain a Criminal Records Check.
- Must be able to obtain and maintain a valid BC Drivers License.
- Must have a vehicle in good operating condition.
- Ability and willingness to travel.

## **Reports to:** Band Administrator

Interested applicants may apply by submitting a resume and a cover letter with three work-related references.

## **Email your Application to:**

Leasa Williamson, Executive Assistant

**Email:** [hr@xatsull.com](mailto:hr@xatsull.com)

## **Mail your Application to:**

**Fax:** (250) 989-2300

Human Resources

Xatsùll First Nation

3405 Mountain House Road, Williams Lake, BC V2G 5L5

## **Application Deadline:** **Open until filled**

Applications will be accepted by email, hand delivery, fax or by mail.

NOTE\*\* Only those selected for an interview will be contacted. Preference will be given to persons of Aboriginal ancestry as per Section 16(1) of the Canadian Human Rights Act.