



Job Posting

Position: : i? sqlx^wcawt Director (Our Ways Director)

Department: Community Safety

Start date: As soon as possible

Wage: \$80,000 - \$83,000

Hours of Work : 40hrs per week

Reports to: Band Administrator

Role:

This role will oversee the implementation of the Northern and Indigenous Crime Prevention Fund (NICPF) “Implementing Our Safety Captik^wł 1 Community Safety Plan,” integrating the sqlx^wcawt / 13 moon curriculum. You will lead cultural initiatives focused on the preservation and revitalization of Upper Nicola Band traditions, ensuring projects reflect the community’s values and aspirations.

Key Responsibilities:

- Plan and oversee cultural projects tied to the NICPF safety plan.
- Develop proposals, budgets, and timelines with input from community leaders and experts.
- Ensure projects meet deadlines, stay on budget, and align with community goals.
- Engage with community members, elders, and cultural leaders for input on projects.
- Build partnerships with local, regional, and government organizations.
- Organize consultations and workshops to ensure inclusive participation.
- Promote the Band’s cultural values, traditions, and history.
- Support educational initiatives that raise awareness about syilx language and customs.
- Monitor and report on project progress and outcomes.
- Evaluate projects post-completion and suggest improvements.
- Assist with grant applications and funding proposals.
- Ensure compliance with relevant policies and regulations.

Qualifications/Experience:

- Bachelor's degree in Indigenous Studies, Cultural Heritage, Arts Management, or related field.
- 3-5 years of project management experience, ideally within First Nations communities.
- Familiarity with Upper Nicola Band or other Indigenous cultures and governance.
- Proficiency in Microsoft Office, strong organizational skills, and effective communication.
- Valid BC Driver’s License and reliable vehicle.

Required Knowledge, Skills and Abilities:

- Strong understanding of Upper Nicola culture, traditions, and contemporary issues.
- Proven project management, budgeting, and financial skills.
- Ability to collaborate with diverse groups and stakeholders.
- Knowledge of cultural heritage preservation policies.
- Passion for cultural preservation and community development.

How to Apply:

Send cover letter and resume by via hand delivery, mail, or e-mail, to: hr@uppernicola.com

HR - Upper Nicola Band – General Delivery, Douglas Lake, BC V0E 1S0

Upper Nicola Band thanks all applicants. Only those shortlisted for an interview will be contacted.