

Newsletter

October 29, 2025

OCTOBER GENERAL BAND HYBRID MEETING

Wednesday, November 5, 2025.

5:00pm Dinner at N'Kwala Gym

6:00pm at N'Kwala School Gym Via Zoom.

Join The Zoom Meeting at:

Join Zoom Meeting

https://us02web.zoom.us/j/83172157546?pwd=UStK6Cin11vlfUCJNnPUeqogy Oxp1e.1

Meeting ID: 831 7215 7546 Passcode: 840714

Agenda:

- Adoption of the Agenda
- 2. Review and Approval of the October 1, 2025, GBM Meeting Minutes
- 3. Member Vote UNB Custom Election Regulation Proposed Amendment
- 4. Animal By-Law

IMPORTANT NOTICE- This meeting will be recorded for note taking purposes only and will not be shared for any purpose.

Our North Star Vision for community safety is: Because our safety is grounded in culture, community members of all ages are safe in their homes, when we gather, in all the ways we communicate, and all the places we travel.

All Band Meetings are a safe space for all membership and visitors; therefore, all in attendance must be respectful.

Any abusive language, belligerence, or non-respectful actions will result in members being ejected from the Band Meetings.

General Delivery, Douglas Lake, BC, V0E 1S0

T 250.350.3342

F 250.350.3311

www.uppernicola.com



30-DAY NOTICE TO UPPER NICOLA BAND MEMBERS

RE: Proposed Amendment to the UNB Custom Election Regulations, February 3, 2020

A request for a proposed Amendment to the Custom Election Regulations has been received from a Band Member.

In correlation with the Upper Nicola Band Custom Election Regulations, February 3, 2020:

- Part 23 Amendments
- 1 a) A submission by an eligible elector is hand delivered or by registered mail to the Chief, Council member or a member of the Tribunal Committee for review:
- b) Persons who propose the amendment must be eligible, Part 5(3); and
- c) Decision made from a duly convened General Band Meeting and supported by the majority of eligible electors present.

All comments or concerns can be submitted to the UNB Governance Executive in writing within the 30-day notification period from the General Band Meeting. These comments will be summarized by the UNB Governance Office and included in a short report that is forwarded to Chief and Council for their consideration. Full text of comments and concerns will be appended to the report. If no comments or concerns are received, a report reflecting this will be forwarded to Chief and Council for their consideration.

If you have any questions, please contact Jamilynn Viviers, Governance Executive at gov.executive@uppernicola.com or 250-350-3342.

Dated: October 2, 2025

Submission Deadline: October 31, 2025

PO Bux 3700 Merritt, BC VIK 1B8 T 250.350.3342

F 250.350.3511 www.uppernicola.com

Current Wording on Custom Election Regulation

PART 4 – ELECTION SCHEDULE AND TIMELINES

- 4. Election Schedule:
 - · When an Election is to be held, the Electoral Officer shall:
 - Post, no later than eight (8) days following the end of the Nomination Meeting, an Election Notice in accordance with Part 6(5).
- 5. Polls (In person and electronic voting) shall be open from 8:00am PST until 8:00pm PST for the:
- a) Advance Poll which shall be held the second Saturday of March; and,
- b) Election Day which shall be held on the third Saturday of March.

Proposed Amendment to UNB Custom Election Regulation February 3, 2020.

- PART 4 ELECTION SCHEDULE AND TIMELINES
- · 4. Election Schedule:
 - · When an Election is to be held, the Electoral Officer shall:
 - Post, no later than eight (8) days following the end of the Nomination Meeting, an Election Notice in accordance with Part 6(5).
- 5. Polls (In person and electronic voting) shall be open:
- Advance Poll which shall be held the second Saturday of March:
 - In Person Voting shall be from 8:00am to 8:00pm PST; and
 - Electronic voting shall be open from 8:00AM until the third Saturday of March at 8:00pm PST; and,
- Election Day which shall be held on the third Saturday of March from 8:00am PST to 8:00pm PST.
- Proposed Amendment to ensure clarity for membership. Differentiate between in-person voting and electronic voting for advance poll.

POBox 3700 Memitt, BC VIK 1B8 T 250,350,3342 F 250,350,3311



Find us on Facebook
Upper Nicola Christmas Enchantment

For more information, contact: Collette Sunday 250-350-3342 admin@uppernicola.com

The Nicola-Similkameen School District is hosting a

COMMUNITY ENGAGEMENT

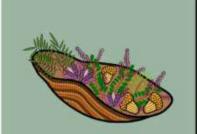
Evening with Upper Nicola Band

Tuesday, November 18, 2025



Strategic Plan:

We will share how students are doing in schools, what the latest data is telling us, and what we believe we need to be doing to improve. We will ask families and community members for ideas to help build our next Strategic Plan and decide how to best use resources to meet those goals.



Looking at School & Programs/Potential School Closure:

The School Board is reviewing how we are using school spaces, where programs are located, and how we can be more cost-efficient. The possibility of closing Merritt Central or Collettville School is being considered so that more resources can go toward helping students directly. Once again, family and community ideas will be used to develop a plan on how to move ahead in a good way.



We are eager to meet with the Upper Nicola community to share information and hear your thoughts about:

- · How students are doing and what they need to thrive;
- How many students are in each school, what future numbers might look like, and how we can plan for schools moving ahead;
- How funding from the government and other sources fits with current costs and pressures faced by the District; and
- Ideas for making schools, programs, and services fit better with what students need.



Time: 5:00 pm

Dinner will be served

Where: Kwu Stemtima? Office

3512 Hwy 5A Quilchena



October 27, 2025: Healthy Child and Youth Living Initiative

On December 12, 2025, Upper Nicola Band will provide \$300 per child, born in 2007 or later, for:

- Upper Nicola Band members, (18 and under) or
- Children (18 and under) living on the Upper Nicola Band Reserve

** Note: If a child living on reserve is registered with another First Nation/Band, we will ask for confirmation that funds are not being received from that First Nation/Band. See *Frequently Asked Questions* for more information.

Payments:

UNB will provide payment to the parent or legal guardian of the child(ren) and will use direct deposit information and/or mailing address currently on file.

If you have changed your bank information or mailing address, please update this information on your application.

Volunteer Hours:

We ask that parents/guardians volunteer four (4) hours per household:

- At the UNB Christmas Tree Enchantment, November 27 December 8, 2025, or
- After the event, during the wrap-up period

Nadine Chillihitzia will be contacting families to sign up for volunteer hours.

If you absolutely cannot travel to the community to participate in the event, we will make special arrangements with you.

If you have any questions or comments, please reach out to:

Director of Our Relations Email: dor@uppernicola.com

Phone: 250 350 3342

General Delivery, Douglas Lake, BC V0E 1S0

T 250.350.3342



October 27, 2025: Healthy Child and Youth Living Initiative

Frequently Asked Questions

Question: Who is considered an Upper Nicola Band member?

Answer: A person that has a status number that begins with 697. If you have applied

for Status and have not received a number by December 8, 2025, you will

not be eligible.

Question: If a child living on reserve is registered with another First Nation/Band,

what will a parent or guardian have to provide from the First Nation/Band

to prove they are not receiving funding?

Answer: The Registered with Another First Nation/Band Form will need to be filled

out by the applicant and signed by the First Nation/Band, by November 28,

2025.

Question: What does a parent need to do to apply for funds for a child (or children)

who are not a registered UNB member but reside on the UNB Reserve.

Answer: A parent or legal guardian will need to complete Healthy Child and Youth

Living Initiative Application by November 28, 2025, and volunteer (4)

hours per household.

Question: Can a family member who is not the parent the child usually resides with,

or who is not the legal guardian, request to receive payment?

Answer: Yes, as long as the Healthy Child and Youth Living Initiative Application is

signed by a parent or legal guardian, confirming who payment will be made

to.

Question: What can the funds be used for?

Answer: Funds are to be used to help pay for extracurricular activities or supplies for

the child or children, such as:

 sports and equipment, pow wow regalia and/or supplies, music lessons or equipment, dance lessons, swimming lessons, hunting and/or fishing supplies, educational material/supplies, i.e. baby equipment (stroller, jolly jumper, carrier, swing, educational

toys/books etc.), birthday or Christmas presents

General Delivery, Douglas Lake, BC V0E 1S0

T 250.350.3342



Name

October 27, 2025: Healthy Child and Youth Living Initiative

Application - to be completed by November 28, 2025

Status Number (if not status, please note)

Birth Date

Residence Address

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nail:					
					gnature of Parent or Legal Guardian:
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f yes, please provide (apdates:				
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General Delivery, D	ouglas Lake, BC V0E 1S0	1 250 350 3342	www.uppernico	ola.com	



October 27, 2025: Healthy Child and Youth Living Initiative

Registered with Another First Nation/Band Form

Please complete this form if you are applying for a child or children that are registered with a First Nation/Band other than Upper Nicola Band.

In November/December 2025, are you receiving Child Prevention or other funding for a child or children that is registered with another First Nation/Band?

Yes Or No O	
First Nation/Band Representative Information	
Representative Name & Band:	
Phone Number:	
Email:	
Signature of Representative:	

** UNB will follow up with the First Nation/Band Representative.

Application to be submitted to Nadine Chillihitzia, by November 28, 2025

General Delivery, Douglas Lake, BC V0E 1S0

T 250.350.3342

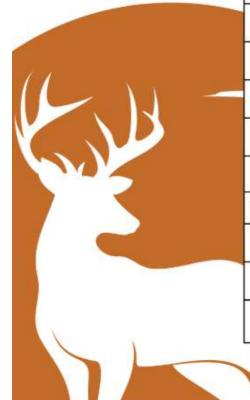
mi kwu kawspixm

We are going to go hunt











This Hunting Season Upper Nicola Departments, sqilx^włcáwt, K^wu Stəmtíma? and N'kwala School are seeking

donations of

- Deer Hide
- Deer Brain
- Antlers

For future projects

kwu kwukwstxw - Thank you, in advance

Drop off at the spaxmn pithouse Contact Juanita Lindley syilx3@uppernicola.com (250)350-3342





INTRODUCTION EDUCATION MANAGER

Way',

My name is Shona Lee Sparrow (Shuter), and I am honoured to serve as the Education Manager for Upper Nicola Band. I look forward to working with our youth in education and post-secondary, and to building strong relationships with families and community as we strengthen learning pathways that reflect our Syilx values, language, and identity.

I am the daughter of the late Francis Shuter from the Lower Nicola Indian Band (Nłe?kepmx Nation) and the late Tessie Mike from ńłáiłəmíx (Quilchena) within the Syilx Nation, and the granddaughter of the late Arthur and Lizzie Marshall Shuter, and the late Antoinette Paul and Willy Mike. Their teachings of respect, humility, and love for community continue to guide my work every day.

Alongside my role with Upper Nicola, I am the founder of Moon Tide Reconciliation Inc., an Indigenous-led organization dedicated to advancing education and awareness through truth and reconciliation. My daughter Lana Arnold now serves as CEO, continuing this work with dedication and heart as she furthers her own education and leadership journey.

Recently, I have moved home to Douglas Lake (Spaxmn) with my son, Kory, and I am grateful to be surrounded by family, community, and the lands and waterways that continue to sustain us.

I would also like to acknowledge the late Charlene McRae, and extend heartfelt condolences to the Chillihitzia and McRae families and to our community.

Charlene's leadership and dedication to education over the past 25 years have built a strong foundation for us all. I step into this role with deep respect and look forward to listening, learning, and continuing her legacy for our Syilx people.

Limləmt t mix. kwu kwulən.

(Thank you everyone. We are one.)

— Shona Lee Sparrow (Shuter)

Education Manager | Upper Nicola Band
Founder | Moon Tide Reconciliation Inc.



As the kwu'stemtima? continue to move forward with Our Relations Law, the voices and experiences of all are vital. Those whose have experience with Scw'exmx Child & Family Services and/or Ministry of Child & Family Services, we value your experience, knowledge and wisdom. We invite you to join us for dinner, an update, and a conversation on what is needed to support families.

Children-In-Care & Caregivers Update & Conversation

DATE TO BE CONFIRMED IN NOVEMBER

5:00 p.m. Dinner

6:00 p.m. Update: kwu'stemtima?, MNP and Miller Titerle

6:30 p.m. Conversations

For more information, please contact: Carol Holmes at unlaws@uppernicola.com Join at N'kwala School Gym or virtually.



ťxa?xikn (Taheetkin) Summary - Oct 10, 2025

txa?xikn (Taheetkin) was a beautiful area. It was about an hour and a half drive up to the opening. There, a tent was already set up, and a Teepee was in the midst of being set up. It was cold. We knew that many people would be showing up, so we ended up having two separate fires going at the same time. As more people slowly trickled in, we started with a prayer. Breakfast was served, and stories began to be shared. The first story was about the cabin, which was a 5-minute walk away. It sits near Little Boulueau Lake. The view was beautiful, although I couldn't capture it properly. I took a photo of the cabin and one from the lakeside. They said the cabin was built in an area that our people had always used as a campsite. After a few more stories, we had lunch, which was absolutely delicious. We even had a choice between beef or deer stew. In the afternoon, more people got up to talk. They wanted to camp more out on the land to get the names of different places and the medicines that could be found. They wanted to take the time to teach others who may not be familiar with these names. I agree that knowing the names and the medicines of important places could help encourage more people to learn about our land and language. Being at Taheetkin was a wonderful experience. I was grateful to share this day with everyone.

- Natalie Holmes, Title and Rights Assistant, Stewardship Department







NOVEMBER 1 - 3

Hunting Camp at qwumqin?atkw - Fish Lake

mi kwu kawspixm - we are going to hunt

OUR GOAL

To create a safe environment for UNB to strengthen our connections with the land and each other, sqlxwcawt

Event Details

- There will be community member hunting guides going out each day.
- On November 1st, hunting guides will leave camp by 8am.
- All UNB members & those connected, are welcome to attend, even if just to visit.
- We are asking everyone to bring their own plates, cups & utensils.
- There will be camp cooks for breakfast, lunch & dinner.
- Bring your own camping/ hunting supplies, a lawn chair & dress warm.
- Those who wish to set up their own camps are welcome to.

mypnúla?xw - On the Land Learning

- Our mypnúla?xw On the Land Learning will be hosted with the hunting camp on November 2nd everyone is welcome!
- Time: 11am -3pm, at the main camp, qwumáiná?tkw - Fish Lake
- There will be sharing of the area, histories, stories, and hunting principles/protocols.
- If possible, we will have a deer butchering example.

For more information, contact:

Juanita, sqilx™łcawt Community Safety Lead syilx3@uppernicola.com 250-280-2275









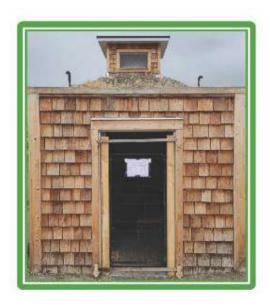
SPAXMN PITHOUSE EARTHEN FLOOR UPGRADE

PROJECT UPDATE

Heads Up! The Spaxmn Pithouse is CLOSED for renos until mid-November!

NO ENTRY The new floor is delicate and can be easily damaged as it is curing. Please stay off the floor and out of the building!

Thanks for respecting the workspace! Contact Clare Paul or Carmen Tom if you have any questions or concerns.







For more information, please contact: Clare Paul at 250-280-4757



First Health Solutions

Professional Support for Health Organizations

Counsellors Available!

Trauma, Stress, Anxiety, Relationships

In-person, and Virtual Appointments.



Neil Burrows, RSW



Neil has been working with indigenous groups across Canada since 1990, providing professional training, critical incident debriefing, trauma counselling and program consultation. Much of Neil's work centres on Lateral Violence and working with groups to overcome the colonial impacts on their workplace health.

Neil completed his studies at Lakehead University (ON) and the University of Victoria (BC) and currently resides in Williams Lake, BC. He will be providing services in-person, and virtually.

Carolyn Charleyboy, M.Ed., RCC



Carolyn is a member of the Tsilhqot'in Nation, and is a registered clinical counsellor with 6 years of experience with an Indigenous focus. Each month, she is available for a Zoom/Phone session and one in-person session at the Kwustemtimata Quilchena Office (old Lakeview gas station, 3512 5A Hwy). Her additional training and certification includes: Indigenous Focusing-Oriented. Therapy (IFOT) & Complex Trauma, Cognitive Behavioural Therapy (CBT), and Equine-Assisted Learning (EAL). She is available to work with youth and adults.

Carolyn's degree in counselling is from the University of Northern British Columbia (UNBC). She currently resides in Williams Lake, BC.

<u>With Neil</u>, in-person appointments will be once per month at the health building; to book directly call or text (250) 615-6863. An additional monthly phone or Zoom session is available.

<u>With Carolyn</u>, in-person appointments will be once per month at the Kwustemtima Quilchena office; to book directly call or text (778) 267-5397. An additional monthly phone or Zoom session is available.



DL Commonage Community Engagement Summary – September 16-17, 2025

The community engagement started out with the 'Our Relations Blanket Exercise' (ORBE) held at N'kwala gym starting with a dinner at 5:00 p.m. This exercise provided a framing and context for the Commonage. According to participants feedback, the ORBE was powerful and well done and the message was strong. Falls in line with our oral stories. It was suggested that, the ORBE needs to be done with the Federal and Provincial negotiators as well.

The next day, the community engagement started with a 8:30 breakfast at nk^writk^w (Glimpse Lake). Scotty Holmes and Dawn Johnson (Mandell Pinder) gave a legal update on the commonage process. A discussion was tailored around the polygon map and gave a good visual for possible land back options. Another map of several of the traditional name places in nsyilxcen was posted also and both maps created great discussion for sharing and listening to stories about our syilx traditional territories. More maps are in development to get a deeper dive at looking at our landscape.

A commonage tour was also provided and hope everyone was able to enjoy seeing and hearing stories while on the tour.

A 'Cultural Fracturing Presentation' was presented for those who remained behind and did not go on the commonage tour. The presentation was framed on the mus y'lmixwm i? scawts (Principles of the Four Food Chiefs) using our Inherent Right lens vs the Indian Act lens to gain some understanding of cultural fracturing vs cultural values. The participants broke into the four food chief groups and each group hand two questions to answer and present back to the whole group their perspective on the two questions.

The last presentation was made by the McPherson group who discussed the history to present day on land marketing to give some understanding for negotiations on compensation.

Provided in this summation are the survey results and the four food chiefs break out session groups.

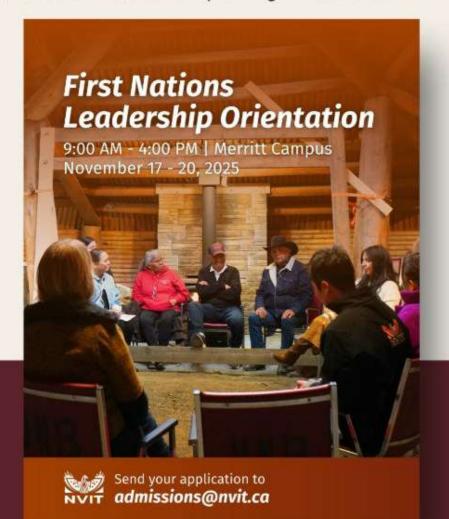
A big 'THANK YOU' to all the people who came together and helped in anyway to put this commonage community engagement together.

Upcoming Leadership Program

The **First Nations Leadership Orientation** program is a collaboration between Upper Nicola Band Leadership and NVIT, heavily guided by the leadership of Councillor Scotty Holmes.

The program will be facilitated on **November 17–20, 2025**, at the NVIT Merritt Campus, by Upper Nicola Band Leadership. The program is focused on those interested in becoming a Chief or Councillor in the upcoming nominations and election, as well as those currently serving in these roles.

- Open to anyone considering running in the 2026 UNB election
- Guided by the captikwł
- 24-hour, microcredential program
- NO cost to register



FIND OUT MORE



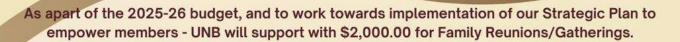
Upper Nicola

REGISTRATION IS OPEN!

CALL FOR

UPPER NICOLA BAND FAMILIES

LINDLEY ARCHACHAN JACK MOON/GARCIA MICHEL MCRAE CHARTERS ALEXANDER STEWART COUTLEE SADDLEMAN PAUL MANUEL MARSHALL McCAULEY HOLMES CHILLIHITZIA SHEENA SAUL/MCLEOD



Each one of our main families can make one application.

Come together - work on family trees, socialize, bond, tell stories, enjoy a meal together.

CRITERIA:

UNB will not support purchase of drugs or alcohol

Budget must be submitted

Submission of receipts

Information for Application should include the following:

Family Name

Name for Payment

Date of Family Reunion/Gathering

(V) Location

✓ Budget

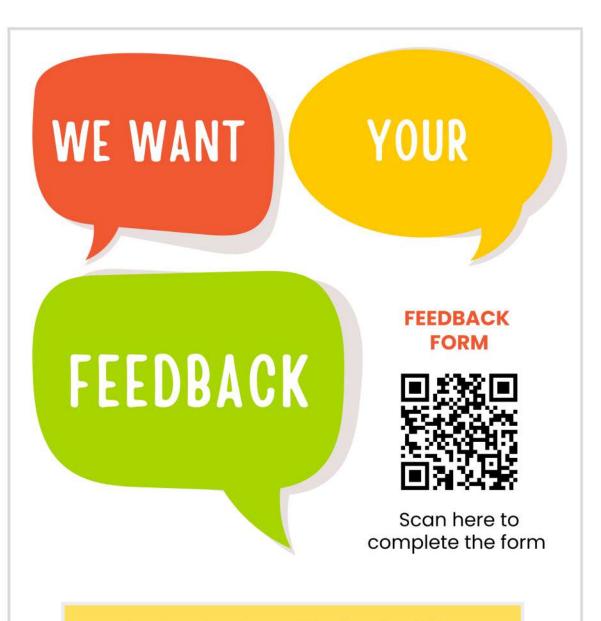


Application and receipts are to be submitted before March 31, 2026.

Applications can be sent to and/or for more information contact:

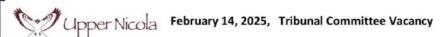
Director of Our Relations - Debra Manuel - dor@uppernicola.com

Kwu'stemtima? Assistant - Sylvester Cohen - kwustem.assist@uppernicola.com



N'kwala School is seeking feedback from parents/ guardians on how they can best meet the needs of your child(ren).

You can also provide feedback by email anytime, to Travis Klak, Principal, N'kwala School: nk.principal@uppernicola.com



way' Upper Nicola Band Members

At the October 25, 2023, General Band Meeting, the following motion was passed:

It was moved and seconded to appoint the following people to the Tribunal Committee:

- 1. Elder (65+years): Cindy Tom Lindley
- 2. Woman: Emily Payou
- 3. Man: Ernie Ducharme
- UNB member with a basic understanding of Syilx Language;
 Maynard McRae Jr
- 5. Person: Diana Boston
- On January 20, 2025, Emily Payou resigned her position as Tribunal Committee Member.
- On January 29, 2025, Cindy Tom-Lindley resigned her position as Tribunal Committee Member.

As a result of the resignation, there are two Tribunal Committee positions vacant.

We are in search of two UNB members that is interested in serving on the Tribunal Committee: Elder (65+years), and person at large, with option, at least one person younger than twenty-five(25) years of age.

To apply please contact Jamilynn Viviers, Governance Executive:

Email: gov.executive@uppernicola.com

Phone: 250 350 3342







New Patients

A confidential patient waitlist is now available to connect local residents to a family physician or nurse practitioner providing primary health care in Merritt

Health Connect Registry

Register online at www.healthlinkbc.ca/health-connect-registry or call 8-1-1 You will need to provide:

Personal Health Number, phone number, email and home address with postal code

Eligible Patients

Register yourself, family members, and/or persons in your care if each person resides within the Merritt local health area

Ineligible Patients

Persons who already have a family doctor or nurse practitioner in Merritt OR do not currently live in the Merritt area OR do not have a personal health number *PHN is found on the BC Services Card

What Happens Next

You will be contacted as soon as a provider has capacity to accept you as a patient We are not able to provide an estimated timeline or any indication of your position on the list but it is expected to take some time and your patience is appreciated.

Health Care Help

HealthLinkBC.ca: 8-1-1 Urgent Care Clinic - Kamloops: 250-314-2256 Pharmacists: can renew certain prescriptions PathwaysBC.ca: community health resources Virtual Doctor of the Day - First Nations Health Authority: 1-855-344-3800



The Health Connect Registry is a provincial initiative of British Columbia's Ministry of Health, administreed in this community by the Rural and Remote Division of Family Practice. Recruitment of new family physicians and rurse practitioners is an onoging priority and registration also helps us to better understand how many primary care providers are needed so we can plan and advocate appropriately. While the goal is to connect every registrant or primary care provider, it is not a guarantee. Please call 8-1-1 to make any changes to your remistration.

April 1, 2025 to March 31, 2026



Recreational Funding for UNB members.



To be eligible

- Each UN member who is eligible and approved will be allotted up to the amount of three hundred dollars (\$300.00), maximum yearly amount.
- Receipts need to be dated between April 1, 2025 to March 31, 2026

Eligible Activities:

Any recreational activity that includes sports fees and equipment, gym fees and equipment, outdoor activities, equipment, ect

You are also able to submit for traditional supplies you may be buy to do: bead work, Hide tanning, fishing/ hunting and canning

You can submit your applications to: Thelma Chillihitzia officemanager@uppernicola.com



Job Posting

Position: Grant Writer Department: Administration Start date: Open Until Filled

Wage: Grade 5 (\$25.00 - \$30.00 per hour) Hours of Work : 32-40hrs per week Reports to: Band Administrator

Role:

The Grant Writer is responsible for researching, developing, reviewing, and editing grant proposals to support the Upper Nicola Band's programs and initiatives. This role requires strong research skills, excellent writing abilities, and the capacity to liaise between the Band and funding agencies. The Grant Writer will contribute to identifying new funding opportunities and help ensure successful submission of grant applications.

Key Responsibilities:

- · Research and review potential funding sources from government, foundations, and corporations.
- Develop and write grant proposals, ensuring clarity, accuracy, and compliance with funder requirements.
- Coordinate interdepartmental meetings to identify and prioritize funding needs.
- Edit grant proposals for accuracy and quality before submission.
- Provide timely updates and advice on funding opportunities and the application process.
- Establish and maintain relationships with external funding agencies.
- Track and report on the status of grant applications, including preparing quarterly or annual reports for funding agencies.
- Maintain confidentiality of financial records and grant materials.
- Ensure compliance with all funding requirements and regulations.
- · Perform other duties as required.

Qualifications/Experience:

- Bachelor's Degree in English, Communications, or a related field (preferred).
- 1-3 years of experience in grant writing or a similar role.
- Previous experience in a government agency is preferred.
- Valid Driver's License required.
- Strong knowledge of the grant application process and fundraising strategies.
- · Excellent written and verbal communication skills.
- Strong organizational skills with the ability to work under pressure to meet deadlines.
- Ability to develop strategic plans and provide documentation to support grant requirements.

Required Knowledge, Skills and Abilities:

- Knowledge of public and private funding sources, proposal development, and compliance requirements.
- Experience with basic budgeting and financial concepts.
- · Strong problem-solving skills and critical thinking.
- Ability to adapt in a fast-paced environment and manage multiple priorities.
- Ability to work both independently and as part of a team.
- High level of discretion in handling sensitive information.

hr@uppernicola.com



Job Posting

Position: Early Childhood Educator
Department: UNB Daycare/Headstart
Term: Permanent Full Time

Start date: ASAP (or until position is filled)

Wage: Commensurate with experience, as per salary range for Grade 4 level employee - UNB

Personnel Policy

Reports to: Daycare/Headstart Manager

Role:

The Early Childhood Educator provides education and development services to children aged 0-5. The Early Childhood Educator works specifically in the UNB Daycare/Headstart.

Key Responsibilities:

- Develops and provides excellent curriculum-based programing for the children that promotes Syilx Okanagan culture and language, school readiness, health & nutrition, and social support.
- Keeps records as pertinent to the program i.e., Attendance, Incidence, Fire Drill, etc.
- Follows policies and procedures as outlined by the Ministry in accordance with licensing policies and UNB policies.
- Prepares and provides nutritious snacks for the children.
- Promotes health and hygiene, to prevent the spread of illness, by following best practices for hand washing,
- diapering, food preparation and by implementing regular cleaning routines (sanitization of toys, kitchen, and other surfaces).
- Keeps a neat and organized work environment.
- Meets and greets parents and guests in a professional manner.
- Communicates with the parent and provides written and oral communication regarding all incidents both
 positive and negative. Updates professional qualifications in a timely manner.
- Enhances personal skills as part of professional development. Administers assessments (ex. Ages and stages).
- Performs all duties and responsibilities in accordance with the UNB policies, standards, and procedures, and as directed by the UNB Headstart Manager.

Qualifications/Experience:

- · BC Early Childhood Educator License or pursuing
- Valid First Aid with CPR Level B
- · Valid Driver's License and acceptable driving record
- Valid Food Safe Certificate (preferred)
- · Acceptable Criminal Record Check (with Vulnerable Sector Search)
- Minimum 2 years Early Childhood Educator experience (preferred)
- TB Screen is required annually

Send cover letter and resume via hand delivery, mail, e-mail, to:

Human Resources

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

Tel: 250 350-3342 hr@uppernicola.com

Upper Nicola Band thanks all applicants. Only those short-listed will be contacted.



July 3, 2024

CALL FOR ONE MEMBER UNB Housing Society Board of Directors

On November 22, 2018, UNB received conditional approval for a 26-unit housing development via the BC Housing, Building BC Indigenous Housing Fund. The new homes are being constructed on Lot 142 (previously known as Lot 7), IR 3 Douglas Lake Road, approximately 3kms East of Band Office.

Chief and Council passed a motion at the January 14, 2019, Council to form Housing Society to be responsible for new housing development on Site 7, IR 3 that require arms-length relationship to shield liability of Upper Nicola Band.

The Board of Directors will consist of 5 members that will be appointed by UNB Chief and Council. 5 members include:

1 Member of council	Daniel Manuel appointed in May 2023	
Member from administration	Collette Sunday appointed in May 2023	
1 UNB Housing Tenant	Trudy McLeod appointed on February 6, 2024	
Upper Nicola Band Member from the general population	Rita Manuel appointed January 2021	
Upper Nicola Band Member from the general population	Sylvester Cohen Jr appointed in 2019. Resigned November 23, 2023	Needs to be filled.

We are in search of one more person to serve on the UNB Housing Society Board of Directors.

If you are interested in serving on the UNB Housing Society, please submit letter of interest, addressed to UNB Administrator to the UNB Administration Office or by email: admin@uppernicola.com.

If you have guestions, please contact Collette Sunday, Band Administrator.

General Delivery, BC VoE 150 T 250.350.3342 F 250.350.3311 www.uppernicola.com



Job Posting

Position: sqilx^{w4} cáwt Community Safety Events Coordinator

Department: Community Safety

Start date: ASAP

Wage: Grade 4 (\$19.38-\$25.40) Hours of Work : up to 40hrs per week Reports to: Cultural Safety Lead

Role: The sqilx^wł cáwt Community Safety Events Coordinator supports cultural safety and land-based programming by organizing community events that reflect Syilx values of connection, respect, and collaboration. Working with the sqilx^wł cáwt team, Nkwala School, Elders, and others, the role helps create safe, inclusive spaces for cultural learning through the 13 Moons framework and related initiatives.

Key Responsibilities:

- Provide administrative and coordination support to the sqilx^wł cáwt Cultural Safety Lead and team.
- Plan, schedule, and assist in delivering land-based learning events aligned with the 13 Moons and cultural safety framework
- Manage event logistics, including venue bookings, transportation, catering, supplies, budgeting, and honoraria.
- Collaborate with Nkwala School to support cultural learning opportunities for students and families.
- Build and maintain respectful relationships with Elders, Knowledge Holders, community members, and departments.
- · Assist in creating event materials such as posters and community notices.
- Maintain attendance records, event summaries, and support basic reporting requirements.
- Perform additional duties as needed to support sqilx^wł cáwt programming.
- Taking meeting minutes, advisory meeting minutes and organizing them.

Qualifications/Experience:

- High School Diploma (or equivalent).
- · Experience in event coordination, administration, or community engagement.
- Knowledge of or willingness to learn about Syilx cultural values, land-based learning, and trauma-informed
 approaches.
- Valid driver's license and access to a vehicle daily.
- Ability to travel within the community and attend training sessions, events or workshops.

Required Knowledge, Skills and Abilities:

- · Strong organizational and time-management skills with the ability to manage multiple priorities.
- Comfortable using Microsoft Office (Word, Excel), email, and scheduling tools.
- Strong communication skills—clear, respectful, and community-oriented.
- Ability to work independently and collaboratively within a team.
- Valid driver's license and reliable transportation is an asset.
- Criminal Record Check is required.

How to Apply:

Send cover letter and resume by via hand delivery, mail, or e-mail, to: hreeuropernicola.com HR - Upper Nicola Band – General Delivery, Douglas Lake, BC VOE 1S0

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

Attention UNB Members

If you've changed your:

- address
- phone number or
- payment information

Please contact:

250-350-3342, ext. 228 or ap@uppernicola.com Cathy Tom, Account Payables

We need to have up-to-date information, so payments aren't delayed.



CURRENT JOB POSTINGS PLEASE SEE OUR WEBSITE

WWW.UPPERNICOLA.COM

To get the full job description please see them on our website www.uppernicola.com. Please send applications to hr@uppernicola.com

Next newsletter is 12th, 2025 so please have submissions in by November 7th, 2025 by 4PM.



Contact Us

Upper Nicola Band

Visit us on the web at www.uppernicola.com

General Delivery Douglas Lake, BC V0E 1S0

T: (250) 350-3342 F: (250) 350-3311



https://www.facebook.com/uppernicola

Visit our Facebook page for the latest news from the Community and notifications from Upper Nicola staff.