



SENIOR EXECUTIVE DIRECTOR

Siksikaistitapi Oh'Kininaiks Society

Introduction:

The Siksikaistitapi Oh'kininaiks Society **Senior Executive Director** will be responsible to oversee all operations, functions, and activities of the Society. The Senior Executive Director will report to the Chief Executive Officer of the Blackfoot Confederacy Tribal Council.

In accordance with the Declaration of Siksikaitsitapiwa, the mandate for the Society is to work collaboratively with the Blackfoot Confederacy First Nations (BCFN): Blood Tribe (Kainai), Siksika Nation, Piikani Nation and Blackfeet Tribe (Amskapi Piikuni), Montana, U.S. The Society will assist in the organization, facilitation, and coordination of strategy, advocacy, and lobbying with *each of the Blackfoot Confederacy First Nations*.

Roles and Responsibilities:

The Senior Executive Director will engage and consult in good faith with the First Nations of Siksikaitsitapi. Respectfully collaborating and facilitating communication with each BCFN representatives; and addressing concerns of BCFN institutions. Establishing free, prior, and informed consent will precede any adoption or implementation in regards to legislative or administrative measures.

The Senior Executive Director will create a detailed organizational development plan (the plan) that is consistent with language and cultural protocols, values, and principles of all Siksikaitsitapi regardless of residency. This plan shall include, but not be limited to the creation of an organizational chart (internal and external) and staff identification. The plan will also include an annual operational budget and will form the basis of new funding applications for federal, provincial, and other funding opportunities. The Senior Executive Director will lead staff within the Society.

The Senior Executive Director will be responsible for the following duties, as per their contract:

- Develop a political/legal strategy for the Blackfoot Confederacy Chiefs and leadership, that collectively provides the federal government and provincial government with plans and strategies that uphold: Blackfoot Treaty Rights, Constitutional and Inherent Rights, United Nations Declaration on the Rights of Indigenous Peoples, Truth and Reconciliation Commission of Canada Calls to Action, and the National Inquiry into Missing and Murdered Indigenous Women and Girls, addressing the needs of Blackfoot Confederacy Treaty members.
- Develop free, prior, and informed consent processes and procedures to implement case law and supreme court rulings for the betterment of Siksikaitsitapi.
- Analyze federal and provincial legislation, laws, and policies to effectively support Siksikaitsitapiwa members for their benefits, needs and requirements.
- Lobby and advocate for funding formulas that meet the needs and equally support Blackfoot Confederacy First Nations, founded on credible evidence-based information and data.
- Develop proposals and apply for provincial, federal, and other funding sources in coordination with Siksikaitsitapi First Nations.
- Develop and maintain relations of trust with shareholders, partners, external authorities, and others as required.
- Review reports by managers to acquire an understanding of the organization's financial and non-financial position.

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- Devise remedial actions for any identified issues as needed or necessary.
 - Build an effective organizational structure by providing guidance and coaching to subordinate staff and contractors.
 - Ensure strict adherence to Blackfoot Confederacy Tribal Council's financial and human resource policies, legal guidelines including confidentiality and intellectual property.
 - Working collectively with BCTC Team and Siksikaitstapi First Nations - and other duties as assigned or required.

The Candidate:

The successful candidate will have excellent written/oral communication skills and take a Siksikaitstapi approach in managing the Society's operations. BCTC is seeking a candidate with extensive experience understanding Siksikaitstapi First Nations relationships and partnerships within the community, provincial, national, and international level. An individual who is a proven leader that will articulate the organization's vision, mission, and core strategic objectives, while inspiring others around them through coaching, mentoring, and support.

This individual will be an innovative strategic thinker, who is politically aware and will successfully navigate competing interests. The SED is an individual that has exceptional emotional intelligence - leadership qualities; demonstrative in positive relationship building, collaborative/team player, while attaining positive, mutually beneficial outcomes. They have a successful track record of leading organizations through periods of change and growth – particularly non-profit organizations.

In addition to these attributes, the candidate will hold these qualifications, skills, and abilities:

- A Bachelor's degree in an appropriate discipline and extensive relevant lived experience may be considered. A Master's degree in an appropriate discipline is considered a definite asset.

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- A minimum of 5 years' experience in a senior leadership role, preferably in the non-profit sector or with similar organizations within government, academia, or advocacy.
 - Experience in all aspects of strategic planning, execution, fiscal oversight, and operational programming development and review.
 - Experience in fundraising, building revenue streams, and securing funding through various sources.
 - Experience managing teams through growth and organizational change
- Bilingualism (Blackfoot and English) is not required but a definite asset.
- Siksikaitsitapi lived experience and knowledge is an asset.

Compensation:

Salary to be commensurate based on education, lived experience, and within the approved salary grid with a minimum salary starting at: \$110,000.00

Term:

Three (3) Year full-time contract including benefits based on continued funding.

Location:

Blackfoot Confederacy - Calgary Branch Office
7535 Flint Road S.E
Calgary, AB T2H 1J3

Contact:

Interested applicants please submit a cover letter, resume, education documents, and references by email to: Admin@blackfootconfederacy.ca

Please send all above documents in email

Deadline:

Wednesday April 12, 2023 at 5pm MST