



ʔAKISQ'NUK FIRST NATION

JOB POSTING: MEMBER SERVICES DIRECTOR

Position Summary:

Member Services Department Director is responsible for receiving direction from the Senior Administrative Officer and Chief and Council, in turn, providing the organizational leadership, direction and overall management of ʔAkisq'nuq First Nation health and wellness, education, and traditional knowledge resources and programs to include: policy development and administration, the development and management of formal plans, strategies, goals, programs and services, the administration of department agreements and contracts, and the overall valuation and monitoring of department resources (intellectual, financial, human, technical and capital).

The Director will collaborate with the other departments, especially in those matters where collaboration and cooperation support your departments' goals and outcomes.

The director will also maintain a relationship with the Ktunaxa Nation, other Ktunaxa Communities and external funding agencies and service delivery bodies as relevant to this department. In addition, the Director coordinates the building of department capacity in preparing to implement the additional responsibilities in line with the long-term AFN strategic plans.

Position Qualifications:

- Degree in Human Services, Social Work, Education, or other discipline relevant to the position.
- 5 + years of experience in Senior Management with a demonstrated ability to plan, implement, monitor, manage and evaluate projects, programs, contracts, human and financial resources.
- Minimum of 5 years experience in directing, guiding, mentoring, and developing staff.

CLOSING DATE: August 27, 2021

For a complete Position Description, please visit www.akisqnuq.org

TO SUBMIT PROPOSALS:

Akisqnuq First Nation
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