



# SHUSWAP NATION TRIBAL COUNCIL

## **Tribal Director** **Full-time Position**

The Shuswap Nation Tribal Council (SNTC) was established in 1980 as a collective effort of Secwépemc Chiefs to advocate for Aboriginal rights and advance Nation-building initiatives.

The Secwépemc Nation is comprised of 17 Bands located over approximately 18% of the total area of British Columbia, located in the South-Central interior area of the province. The Secwépemc, in terms of traditional land base and population, are one of the largest First Nations people in BC.

Each of the seventeen (17) Secwépemc communities is governed by a Chief and Council and nine (9) are served by the SNTC.

The Vision of SNTC is: One Nation, healthy, unified and engaged, grounded in traditional laws, culture, values and language.

### **THE OPPORTUNITY**

SNTC is seeking a Tribal Director grounded in Secwépemc worldviews to support the Council of Chiefs in carrying out the SNTC vision, mission and strategic directions, goals and objectives.

The Tribal Director role is pivotal to achieving SNTC's mission to elevate nation-building by empowering our people through collaborative approaches, unity and reconciliation based on Secwépemc laws, values and cultural teachings.

Reporting to the Tribal Kukpi7, the SNTC Tribal Director applies a Nations-based approach to governance, administration and leadership to implement the SNTC Strategic Plan and decisions of the Council of Chiefs. The Tribal Director provides strong leadership and supports SNTC employees in implementing the Strategic Plan and serving Member Communities in ways that uphold Secwépemc laws, culture, values, and language.

The Tribal Director works collaboratively with other Nations, government partners, and the Council of Chiefs to advance the SNTC vision and mission. This role requires a deep understanding of Indigenous governance and rights, combined with experience in political advocacy and intergovernmental relations, and organizational leadership.

If you are a values-driven leader inspired by the opportunity to contribute at a Nation level and share a vision for a strong, thriving Secwépemc Nation, we invite you to apply.

### **KEY RESPONSIBILITIES**

#### **Governance**

- Ensures the Council of Chiefs is informed of sensitive and important emerging matters and issues that impact the Nation.
- Oversees the organization of, participates in, and ensures the Tribal Kukpi7 and all other members of the Council of Chiefs are informed of every regular and special meeting of the Council, and are provided with all relevant background material.
- Supports governance by ensuring resolutions, decisions and recommendations of the Council of Chiefs are recorded, and required actions are initiated.
- Reflects Secwépemc priorities, traditional laws, values and language, ensuring accessibility and cultural safety.

#### **Culture and Relationships**

- Nurtures relationships with Member Communities, regional partners, government and funders based on Secwépemc Seven Sacred Laws.
- Fosters Member Community engagement through active participation in gatherings, and timely communications.

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- Supports the Council of Chiefs by ensuring communications are grounded in Secwépemc values, laws, legends and stories.
  - Ensures that information is shared in ways that honour the authority and responsibilities of Title and Rights Holders and align with the SNTC vision, protocols, values, and collective voice.

#### **Administrative and Financial Oversight**

- Provides leadership, direction and support respecting development of department workplans, and funding proposals required for implementation of strategic plans.
- Oversees development and management of the SNTC administrative, financial and related policies and procedures.
- Guides development of the SNTC operating and capital budgets, presents the budgets to the Council of Chiefs for approval, in collaboration with the finance director, and administers the approved budgets.
- Provides leadership and guidance in developing program and operational policies and procedures, and ensures their effective implementation as approved.

#### **Human Resources Management**

- Provides leadership in developing and implementing HR strategies, policies, and workplace practices that promote employee performance, professional growth, cultural learning, and overall well-being.
- Approves the hiring of all SNTC employees and contracts for service, and signs, or delegates, the signing of the offer of employment and contracts for service.

### **QUALIFICATIONS**

#### **Education and Experience\***

- Bachelor's Degree, preference for a graduate or professional degree, in a field such as administration, indigenous leadership, law or other related discipline.
- Five (5+) years of strategic leadership and management experience including three (3+) years within a First Nations or Indigenous (serving/non-profit) organization leading professional multi-disciplinary teams.

\* An equivalent combination of lived and cultural experience with at least 10 years of professional experience will be considered.

- Experience in governance and political advocacy at a senior level, with a focus on matters related to Aboriginal rights and title.
- Experience in organizational management, overseeing strategic planning, financial management, audits, HR, and administrative management to achieve organizational goals.

#### **Knowledge**

- Well-versed in Indigenous Law, Indigenous governance, Aboriginal rights and title, and historical and emerging First Nations issues, with an ability to incorporate legal decisions into strategic Nation-based action plans.
- Working knowledge of federal, provincial, municipal and First Nations governments and understanding of political, economic, and social issues impacting First Nations communities.
- Working knowledge of the *BC Societies Act*, including director duties such as care, diligence and good faith, alongside organizational development, operational and financial management practices for non-profit societies.

#### **Capabilities:**

- Proven ability to lead with humility and accountability, while fostering collaboration and cultural respect in dynamic and sometimes challenging settings.

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- Professional and respectful communications style with ability to listen deeply and clearly convey complex issues, with cultural sensitivity, to a broad range of audiences, both verbally and in writing.
  - Politically astute, adaptable and culturally grounded achiever with knowledge of First Nations culture, traditions and history.
  - Resilient and effective in managing multiple priorities.
  - Recognized as both a team leader and a team player, committed to mentorship and development of staff, Elders, youth and community members.

**Preference may be given for:**

- Lived Secwépemc cultural or community experience and/or deep knowledge of Secwépemc history, culture, language, and traditions including storytelling as foundational element of Secwépemc laws and governance.
- A Secwépemc language speaker or learner.

**Working Conditions:**

- Based at the SNTC office in Kamloops, this role requires ongoing travel to communities, including overnight stays, to engage in meetings, events, and Nation-building activities.
- Must maintain a valid Class 5 BC Drivers Licence, in good standing, and have reliable transportation.
- SNTC may require a background/vulnerable sector check during the course of employment.

**What we Offer:**

The SNTC supports your well-being through its compensation and benefits package. This includes a work schedule supporting work/life balance.

- **Competitive salary range of:** \$100,000 - \$175,000 commensurate with qualifications.
- **Extended health benefits:** including extended health, dental, vision and an employee assistance program.
- **Matching Company Pension Plan**
- **Vacation Leave and Additional Paid Leave during winter break.**

**HOW TO APPLY**

Please email your resume and a cover letter sharing how your education, professional and lived experiences prepare you for this role, and include the names of four references to [hr@shuswapnation.org](mailto:hr@shuswapnation.org). In the email subject line specify: **Tribal Director**

Applications will be reviewed commencing **Wednesday, January 28, 2026** and the competition may remain open until filled.

To learn more about this role, or opportunities at the SNTC, or if you require any accommodations please email: [HR@shuswapnation.org](mailto:HR@shuswapnation.org)

*\*In accordance with s. 16(1) of the Canadian Human Rights Act preference may be given to Canadian Indigenous Peoples, with a priority for qualified candidates of Secwépemc Ancestry.*