SHUSWAP NATION TRIBAL COUNCIL

SENIOR MANAGER - Language, Culture and Law

Full-Time – In-Person

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 OPPORTUNITY

SNTC is seeking a Senior Manager, Language, Culture, and Law to lead our language and culture initiatives across all Secwépemc communities.

If you are driven by the vision of a strong and thriving Secwépemc Nation, where language and culture flourish, then you belong here. Join us and be part of something truly meaningful.

This position reports directly to the Tribal Director and is responsible for translating the Council of Chiefs' strategic priorities into coordinated departmental plans, programs, and deliverables related to language, culture, and Secwépemc law. The successful candidate will lead the Language, Culture and Law team in delivering education, communication, and community engagement initiatives.

KEY RESPONSIBILITIES

Strategic Leadership

- Review and implement the Council of Chiefs' Strategic Plan priorities related to language, culture, and Secwépemc law.
- Prepare progress reports, briefing materials, and recommendations for the Tribal Director and, as requested, the Council of Chiefs regarding departmental priorities, challenges, and emerging initiatives.
- Develop, implement and evaluate department policies, programs, and initiatives that support language revitalization and cultural preservation, in collaboration with language speakers and aligned with organizational priorities.
- Identify, pursue, and secure sustainable funding opportunities, to support the long-term delivery of language, culture, and law initiatives.

Operational Oversight

- Manage department and staff ensuring seamless coordination of programs and events.
- Develop and manage budgets, funding applications, and reporting.
- Lead project management efforts to ensure timely and effective delivery of department goals and milestones.

Collaboration and Advisory Responsibilities

- Work with all SNTC departments to ensure alignment with language and cultural strategies.
- Build respectful working relationships with Elders, youth, community leaders, educators, and knowledge keepers, seeking their guidance and supporting collaborative approaches to programs.
- Partner with schools, post-secondary institutions, and training programs to develop Secwépemc language, culture and law curriculum and resources.

Community Engagement and Education

- Support community understanding and respect for Secwépemc law and its principles through coordinated education, engagement, and outreach across Secwépemc communities.
- Organize and participate in public events, gatherings, and media engagements to amplify language and culture efforts.
- Deliver community workshops, educational sessions, outreach programs to promote awareness of language, culture, law and governance, or provide oversight, as needed.

QUALIFICATIONS

Education & Experience*

- A degree, diploma, or certification in leadership, business administration, Indigenous governance, education, or a related field.
- Five (5) years of related management experience, including supervising staff and overseeing departmental operations, with demonstrated success in building or strengthening programs, securing funding, and developing or implementing policy.
- Knowledge of Indigenous governance, education, language, and culture, gained through formal education or training and at least three (3) years of related experience, which may be gained concurrently with the management experience above.
- Three (3) years of leading cultural, language, or community initiatives, including planning and managing projects from start to completion.

**An equivalent combination of education, training, and experience, may be considered.*

Demonstrated Competencies:

- Strategic planning, program development, grant writing, and funding applications to support long-term sustainability.
- Collaboration with First Nations communities, councils, and organizations while maintaining respect for diverse cultural perspectives.
- Verbal and written communication skills, required to facilitating planning meetings, public speaking, educational outreach, proposal and report writing.
- Financial acumen, including the ability to prepare, manage, and monitor budgets, ensuring program accountability.
- Mentorship and coaching skills, fostering leadership and capacity-building among staff, Elders, youth, and community members.
- Advocate for language and cultural initiatives and engage with government agencies, academic institutions, and funding bodies to advance Secwépemc priorities.
- Understanding of Indigenous laws, governance structures, and cultural protocols, with ability to advocate for Secwépemc traditions and policies.
- Understanding of Indigenous language preservation and revitalization methodologies.

Preference may be given for:

- Secwépemctsín language speakers or learners.
- A knowledge keeper with the Secwépemc Nation.
- Additional education, training, certification or experience in leadership, project management, strategic planning, or policy implementation, Indigenous Governance, Education, Cultural Studies.

Working Conditions:

- This role is based at the Shuswap Nation Tribal Council Office in Kamloops, BC, with frequent travel to communities required, including evenings, weekends and occasional overnight stays, for participation in meetings, events and gatherings.
- Class 5 driver's licence in good standing and reliable transportation required.
- SNTC may require a background or vulnerable sector check.

COMPENSATION AND BENEFITS

- Competitive salary range: $80,000 to $100,000 based on level of expertise.
- FREE on-site parking.
- 35 hour work week.
- Casual Dress
- Extended benefits: health, dental, and vision.
- Pension Plan with Company Matching
- Vacation + Additional Paid time off during winter break.

TO APPLY

Please submit your resume and cover letter, to hr@shuswapnation.org

In the email subject line reference: Senior Manager, Language, Culture and Law

Beginning November 23, 2026, SNTC will review applications. SNTC reserves the right to withdraw this posting.

To learn more about this role, or opportunities at SNTC, please email HR@shuswapnation.org

**We welcome applications from all qualified candidates. Preference may be given to Canadian Indigenous Peoples, with a priority for qualified candidates of Secwépemc Ancestry, in accordance with s. 16(1) of the Canadian Human Rights Act. We encourage you to self-identify, if applicable.*

An eligibility list may be established and used to fill future fixed term or permanent vacancies, similar to this role.