



JOB POSTING

FULL TIME: Project Lead Gitanmaax Child and Family Jurisdiction Team

Job Description

Reporting to the Director of Child and Family Services, the Project Lead, for the Gitanmaax Jurisdiction Team will lead out the process for the creation of a Gitanmaax-specific legislative framework, which focuses on a community-orientated, preventative approach to the delivery of child and family services with an emphasis on Gitanmaax (Gitxsan) standards, traditions, protocols and customs

This position will be responsible for undertaking the historical research and data collection, environmental scans, best practices research, community engagements, and needs assessment required to inform the development of a policy paper that will guide the development of the Gitanmaax child, youth, and family services law.

Main Duties:

Stakeholder Engagement

- Engage with relevant stakeholders to develop baseline strategies, policies, and procedures.
- Undertake research, data analysis, and planning to implement key findings from community and stakeholder engagement sessions.
- Lead the implementation process, including the creation of a legislative framework and internal processes.
- Identify priorities, objectives, and timelines.
- Collaborate on creating briefing documents, reports, and presentations.

Funding and Strategic Planning:

- Understand budgets and funding purposes for the program's needs.
- Develop project work plans and timelines.
- Identify equipment needs and resources.
- Working with Finance to develop a system to keep records of spending and ensure project stays within budget.
- Identify and apply for additional funding as needed.

Legislation and Law Development:

- Responsible for drafting and finalizing Gitanmaax legislation.
- Co-create jurisdiction and family laws.

Communication and Engagement:

- Host events and ceremonies.
- Develop briefing reports, reports, and presentations.
- Assist with the preparation and delivery of communication plans.
- Develop presentations and engage Gitanmaax citizens for project feedback and buy-in.
- Engage Elders and youth to participate in the development of the legislation.
- Plan and help facilitate community engagement meetings and committee meetings.
- Develop communications tools for Family and Children's Services projects.
- Prepare monthly reports on activities.

Administrative and Supportive Tasks:

- Develop a database for project.
- Gather and document feedback in a database.
- Maintain member contact lists.
- Travel and reach out to both on and off reserve Gitxsan membership for events.
- Provide support for ongoing community development.
- Perform day-to-day administrative and/or other duties as assigned or required.
- Make or leverage existing business network and relationships to gain insight, get assistance, share ideas and information.

Qualifications

- Bachelors or Masters Degree in Human Services, Social Work, First Nation Studies, Criminology, or Post-Secondary Bachelors degree in related discipline
- Minimum of 4-5 years of experience supervising, coordinating, managing or negotiating child and family service programs with or within federal and/or provincial government
- Understanding of Gitxsan Wellness Model
- Knowledge and understanding of First Nations issues such as Residential Schools, Sixties Scoop and the impact of both provincial and federal Government policy on First Nations
- Knowledge of provincial legislation Child, Family and Community Services Act (CFCSA)
- Knowledge of federal legislation with respect to Bill C 92 an Act respecting First Nations, Inuit First Nations, Inuit and Metis children, youth and families
- Knowledge of Jordan's Principle, UNDRIP and Truth and Reconciliation Commission Report
- Strong written and oral communication skills
- Excellent organizational skills
- Strong interpersonal and leadership skills
- Working knowledge of community resources and ability to facilitate professional relationships with external agencies.
- Ability to work in a flexible manner
- Undergo a mandatory criminal record check in working with the vulnerable sector

CLOSING DATE: January 19, 2024

Please submit a cover letter and resume to:

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James Woodworth
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