



# Okanagan Nation Alliance

101 -3535 Old Okanagan Hwy, Westbank, BC V4T 3L7

Phone (250) 707-0095 Fax (250)707-0166

[www.svilx.org](http://www.svilx.org)

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## EMPLOYMENT OPPORTUNITY

### Okanagan Nation Response Team (ONRT) Coordinator 2.

Are you interested in working in a fast paced, developmental, dynamic work environment with an innovative, decolonizing, trauma informed, syilx-Okanagan centered approach?

The Okanagan Nation Alliance (ONA) is the Tribal Council for the syilx Okanagan Nation. The ONA's mandate is to advance, assert, support and preserve the Syilx Okanagan Nation Title and Rights. Further, the ONA is charged with providing members with a forum to discuss and form positions on areas of common concern.

The ONA is currently interested in employing a Coordinator for the **Okanagan Nation Response Team (ONRT)**.

Accountable to the Mental Health Lead, the ONRT Coordinator will be responsible to assist with the organization, development and implementation of the ONRT Program, processes and services, ensuring the Syilx world view, to uphold the Wellness Committee mandate, as it relates to wellness services.

#### ***Service Program Responsibilities:***

1. Conduct and implement the ONRT program within the communities.
2. Implement and maintain appropriate data collection and file management.
3. Meet with the communities and develop a working relationship in regard to the implementation of this program in their community.
4. Ensure integration with other programs and services.
5. Other duties as discussed and agreed upon.

#### ***Project and Community Engagement Responsibilities:***

1. Support program or department projects including working on development of resources, supporting events.
2. Implement program promotion activities as requested by Lead.
3. Provide feedback n service implementation to team lead, including trends, barriers, successes.

#### ***Administrative Responsibilities:***

1. Ensure implementation of and adherence to the Wellness Department Manual, and ONA policies and procedures.
2. Implement assigned budget and provide reporting Implement and ensure assigned budget is expensed as allocated to meet contract deliverables.
3. Promote community awareness and understanding of ONA's mandate.
4. Ensure all monthly, quarterly and annual reports are completed in a timely manner as required.
5. Actively participate in team meetings, cluster meetings, Wellness Team meetings and assigned ONA events.
6. Ensure workplans are implemented and completed as required.
7. Other duties as discussed and agreed upon.

## **Qualifications**

Bachelor of Social Work, Child & Youth Care, Indigenous Studies or relevant field with a minimum of (2) two years' experience working with First Nations or an equivalent combination of education and experience.

## **Knowledge, Skills and Abilities**

1. Solid knowledge and experience working with First Nations social issues, vicarious trauma, and self-care techniques.
2. Good understanding of syilx (or Indigenous) jurisdiction as it relates to social services.
3. Knowledge of best practices in delivery of social services to Indigenous communities.
4. Some knowledge and abilities in strategic planning, human resources, finance and administration.
5. Strong understanding and awareness of both Federal and Provincial Health and Social policy required.
6. Family engagement practice and experience required.
7. Knowledge and experience of syilx Okanagan Nation communities is essential.
8. Ability to create reports.
9. Excellent mediation and conflict resolution skills.
10. Demonstrated organizational, time management and presentation skills.
11. Ability to use Microsoft Office, project management and budgeting software tools.
12. Must have excellent interpersonal, communication and technical writing skills.
13. Demonstrated knowledge of the colonial legacy and impacts and effective methods for working with intergenerational trauma.
14. Superior critical thinking and the ability to generate ideas.
15. Experience in working with Indigenous organizations.
16. Availability of a reliable vehicle and a valid BC Drivers' License.
17. Ability to work flexible work hours/willingness to work on evenings and weekend.
18. Current criminal record (vulnerable sector) check with the RCMP

**Hours of work:** 40 hours per week.

**Wage range:** \$28.40 to \$38.42 per hour.

**Application Procedures:** Please send a current resume and covering letter to:

**Human Resources**  
**Okanagan Nation Alliance**  
**#101 – 3535 Old Okanagan Hwy,**  
**Westbank, BC V4T 3L7**  
**Email: [WellnessHR@syilx.org](mailto:WellnessHR@syilx.org)**  
**COMPETITION OPEN UNTIL FILLED**

**Thank you for your interest. No Phone Calls Please only those short-listed will be contacted**