



Binche Whut'en Job Posting

POSITION TITLE:	Band Operations Manager
GRADE CLASSIFICATION:	TBA (assessed from 6 to 7)
INCUMBENT:	TBA
SUPERVISOR'S TITLE:	Chief (as representative of Binche Band Council)
TYPE OF APPOINTMENT:	Core Funding
STATUS:	Full-time (37.5 hours per week) at Binche Whut'en
FINANCIAL SIGNING AUTHORITY:	TBA
NO. OF INDIVIDUALS SUPERVISED:	(up to 20)

A Dakelh World View: Values and Principles for Binche Band Employment

- We respect our Dakelh Worldview and Dakelh values, clan traditions, cultural teachings, family, and community knowledge.
- We govern ourselves, follow Dakelh ways, and have rights to political, economic, social, and cultural freedom.
- We respect the voices, concerns, ideas, and input of the community.
- We have traditional laws, bylaws, and codes that protect our people, our lands, and the animals on our traditional territories.
- Our governance is transparent, performance-based, and aligns with Dakelh values.
- The principles of fairness, honesty, equity, and sustainability guide our decisions and the protection of our resources.

Education and Experience

- A degree in Commerce, Business Administration, or Leadership and Management (or a related degree) is an asset but not required.
- 3 to 5 years related business and management experience is an asset but not required

Skills Required

- Ability to treat Binche Whut'en members with respect and to be considerate of the detrimental effects of colonization and residential schools on Indigenous people.

- Must demonstrate principled and ethical leadership.
- Excellent communication skills both orally and written.
- Well, developed interpersonal skills with a high degree of emotional intelligence.
- Strong management, coaching, and mentoring skills.
- Advanced skills in Microsoft Office (Word, Excel, Access, PowerPoint, Publisher, and Outlook).
- Strong presentation skills and ability to motivate and inspire others.
- Strong public relations skills and ability to build strong working relationships and networks of support.
- Must have a comprehensive understanding of Indigenous issues and practices and be understanding of the damaging effects of colonization and residential school experiences on Indigenous people.
- Must have a valid Class 5 Driver's License (is an asset but not required).
- Level I First Aid is an asset.
- Management Skills for Supervisors training is an asset.
- Project Management skills training is an asset.
- Conflict resolution and mediation skills training are assets.

Scope of Communication and Interactions

- Direct and frequent contact with Chief and Council.
- Direct and frequent contact with Binche Whut'en members.
- Government contacts at the Director level.
- Business and Industry contacts at the senior executive level (project related).
- Direct and frequent communication with the Binche Keyoh Bu Society

Level of Authority

- Strategic direction provided by Binche Whut'en Chief and Council.
- Extensive decision-making authority on implementation of strategic and tactical plans.
- Independent decisions on how tasks and activities are accomplished.

Please send resumes to chief@binche.ca

Closing date: Open until filled.