



POSITION TITLE: Settlement Resource Navigator

TERM: Full Time/ Permanent

SUPERVISOR: Director of Research and Policy Development

Secwepemc Child and Family Services Agency (SCFSA) is a progressive and culturally focused agency supporting family safety that endeavors to provide outstanding practice to First Nations families residing in the communities of the seven-member bands; Adams Lake, Bonaparte, Neskonlith, Simpcw, Skeetchestn, Tk'emlúps te Secwépemc, and Whispering Pines/Canton and who reside in Kamloops.

Striving to provide exceptional family healing services through prevention-based practice, SCFSA incorporates a Signs of Safety® framework as an innovative, strengths-based, and safety-organized approach to child protection casework.



Job Summary

The Settlement Resource Navigator integrates with existing navigational and advocacy support currently provided by the Agency and Communities relating to legislative changes, court settlements and a variety of agreements. This individual supports Communities to improve access to timely, accurate and relevant information.

This navigator role is a specialized position requiring an in-depth understanding of the Human Rights Tribunal orders in addition to legislative changes and court settlements.

Qualifications

Education and Experience

1. Bachelor's Degree in Social Work, Political Science, Health, Indigenous Studies OR relevant discipline and 5 years of related experience;
2. Experience working in the areas of social services for Indigenous communities;
3. Experience managing stakeholder relationships and leading consultations and engagement sessions or meetings;
4. Experience in reviewing and analyzing complex indigenous social issues, assessing options, and developing resolution strategies.

Main Office:

153 Kootenay Way, Kamloops, BC V2H 0E6
Ph: 250-314-9669 Fax: 250-314-9609

Youth Office:

348 A Tranquille Rd., Kamloops, BC V2B 3G6
Ph: 250-314-9669 Fax: 250-314-9609



Skills and Abilities

1. Proven group facilitation, negotiation, and conflict resolution skills;
2. Strong understanding of the Canadian Human Rights Tribunal and current settlements impacting First Nations children, youth and families;
3. Strong relationship building and community collaboration in the areas of health, education, and social services;
4. Working knowledge of the community and available resources, both locally and provincially;
5. Ability to work with a variety of stakeholders and build relationships with First Nations families and communities;
6. Manage one's own workload effectively, efficiently, and independently, achieving results within acceptable time frames;
7. Superior oral, written, interpersonal and communication skills;
8. Must have strong administrative and organizational skills;
9. Ability to manage, plan, and implement projects, establish project boundaries, and evaluate project success;
10. Proficient in Microsoft Office (Outlook, Word, Excel, and Power Point), Adobe Acrobat, and Social Media web platforms;
11. Excellent research and reporting skills;
12. Recognizes and respects all cultural diversity and has knowledge of Secwepemc Culture.

Working Conditions

- Occasional travel required;
- Potential for violence in the workplace;
- Hours of work are nonstandard and connected to services and community needs;
- Receives regular supervision with direction and checks of the work performed.

Conditions of Employment

- Must be able to obtain and maintain a Criminal Record Check;
- Must be able to obtain and maintain a valid BC Driver's License class 5 no restrictions;



- Must provide a vehicle in good operating condition and appropriate insurance to meet program requirements;
- We offer a modified work week schedule, time off at Christmas, team days, cultural training, elder support and a great team to belong too!

Directly Supervises

- None

Pay Grade

- Starting wage is \$37.0863

An eligibility list may be created.

SUBMIT COVER LETTER and RESUME

Human Resources Department

hr@secwepemcfamilies.org

Posted until April 12th, 2024 by 12pm

153 Kootenay Way, Kamloops, BC V2H 0E6

Note: only screened in applicants will be contacted. As per Section 41(1) of the BC Human Rights Code, preference may be given to qualified applicants of First Nations ancestry. Preference may also be given to applicants who can demonstrate knowledge and/or experience with Secwepemc language, culture, history, and customs.

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