



Ukatcho

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Employment Opportunity

Director of Heritage, Language, and Culture

This is a new department and position for the nation, the successful candidate will be responsible for the development of the Heritage, Language and Culture Department. It is anticipated that this department will evolve and change from its inception to ensure the needs of the nation are met. The vision and direction of the department will focus on the cultural identity of the nation including protection of ancestral territories, land, environment and language. Therefore, the successful candidate must be of courageous spirit with the willingness to adapt and change through the growth and development of the department and program.

Applicants must flexible, adaptable and have the ability to work both independently and as part of a team be adaptable, flexible and willing to share their expertise with individuals and organizations to ensure there is a true understanding of the nation's vision, desire and need to protect its Heritage, Language and Culture.

The Director of Heritage, Language and Culture (DHLC) will report to the UFN Operations Manger. The position will be based in Anahim Lake.

We are looking for a courageous, engaging, personable, and conscientious individual to develop and lead UFN's cultural heritage department and program. To be successful in this role, strong technical expertise and project management are critical, and interpersonal skills will be vital. We are looking for someone with a strong focus on integrity, respect, and problem solving, with a proven ability to identify and manage program challenges. You are self-motivated, accountable, organized, with demonstrated facilitation and program design skills.

Responsibilities:

- Lead all aspects of creation and maintenance of the UFN Heritage, Language and Culture Department
- Liaise with consultants, Federal and provincial governments, private sector and business entities to protect the interest of UFN' s Cultural Heritage, Language and Culture Program in alignment with UFN Policies

- Collaborate with Indigenous Government and Organizations to ensure Indigenous values, interests and knowledge are included in work planning, execution, reporting and referrals
- Liaise with federal and provincial agencies to ensure timely review and approval of permit applications and reporting
- Communicate internally to ensure timely and proactive communication of key program issues with the nation
- Develop and maintain the program schedule and manage resources to support nation wide planning
- Manage budgets and develop cost forecasts for program monitoring
- Provide effective leadership, guidance and support to program staff and consultants
- Maintain an understanding of applicable UFN regulations, guidelines, and associated heritage practices in Canada.

Qualifications:

- Undergraduate degree in archaeology or anthropology with related experience in managing or executing heritage programs preferred
- At least three-five years' direct experience coordinating or managing large or complex projects preferred
- A demonstrated knowledge of BC archaeology, cultural heritage and the Heritage Conservation Act
- Knowledge and understanding of the culture and history of Interior BC First Nations
- Knowledge and understanding of Aboriginal Rights and Titles
- Project Management certification would be an asset
- Demonstrable strong skills with project management and scheduling software (e.g., Microsoft Project) and Microsoft Office Suite (Word, Excel, Publisher, and PowerPoint)
- Demonstrable high level of planning and organization skills
- Excellent written and oral communication skills, strong interpersonal and relationship management skills, and a high level of situational awareness
- BC. Divers Licence
- Criminal Record Check

To apply for this position please send your resume and cover letter to hr@ulkatcho.ca or hand deliver a copy to the receptionist at the band office.