

# HEILTSUK KAXLA SOCIETY



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## Executive Director

The Heiltsuk Kaxla Society (HKS) is a non-profit C3 delegated, Aboriginal child and family service organization located on the BC central coast. With a mission to work with and support children, families and other agencies, HKS is mandated to ensure that children are safe, uplifted and respected while being grounded in their culture with a strong sense of belonging.

The community of Bella Bella is located on Campbell Island, in the middle of the Great Bear Rain Forest, north of Port Hardy on Vancouver Island and about three kilometers north of Mcloughlin Bay. The community of Bella Bella has 1500 people with 2 daycares, elementary and high school, hospital and BC ferry and airport services and RCMP detachment. Additionally, the community offers access to a wide range of outdoor activities such as fishing, kayaking, camping and whale watching.

HKS is positioned to move into the next phase of development, moving towards C4 delegation in 2016. The Heiltsuk Kaxla Society has an exciting opportunity for a Executive Director who has strong administrative and practice skills, a visionary with the ability to guide the Society into it's next phase of growth.

As the Executive Director you will be responsible for the day-to-day operations of the Society providing leadership, clinical supports, coaching and mentoring to program and delegated staff members.

### Experience, Skills and Abilities:

- Experience with initiating, planning, implementing and evaluating programs and services;
- Working Knowledge of the budgeting planning and management;
- Experience working with Boards of Directors;
- Ability to provide clinical supervision and support to delegated and program staff;
- Ability to coach and mentor staff and build productive staff teams;
- Sound judgement and decision making skills
- Excellent organizational, planning and communication skills;
- Flexibility;

### Education and/or Training

- MSW, or Master's degree in a related human services field; or BSW or BA in a related human services field; or M.Ed.;

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- Supervisory training (which may include leadership, personnel and cross-functional training)
- 3-4 years directly related experience (depending on the degree)
- Experience in child welfare;
- C3 delegated or eligible to become C3 delegated;
- Previous Superior experience;
- Current delegation of C3 or higher;

## Knowledge

- In-depth knowledge of policies, procedures, social work principles and practices;
- In-depth knowledge of the Aboriginal Operations Practice Standards Indicator;
- Knowledge of relevant legislation, policies, Ministry programs and standards of practice;

## Provision

- Successful candidate will be subject to a criminal record check;
- Able to travel;
- Valid BC Driver's License;

## Benefits

- Salary based in education and experience;
- Full Benefits;
- Housing provided;
- Relocation costs up to \$2500.00

*\*Preference will be given to First Nations applicants that meet the position criteria*

*\*Full job description is available upon request*

Interested candidates are invited to submit a resume, cover letter, and three work-related references, **no later than noon on September 12<sup>th</sup>, 2016,** to the attention of:

**Andy Callicum**

Email: [EDirector@heiltsuknation.ca](mailto:EDirector@heiltsuknation.ca)

Fax: 250-957-2544