

# First Nations Summit

## EMPLOYMENT POSTING

### **First Nations Summit Policy Analyst, First Nations Child and Family Well-Being**

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REPORTS TO:	FNS Executive Director or Delegate
TERMS:	Full-Time Employment Agreement
LOCATION:	West Vancouver, BC
HOURS OF WORK:	Monday to Friday 8:30 a.m. to 4:30 p.m. (May occasionally be required to work evenings and weekends)
DEADLINE:	OPEN UNTIL FILLED

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**Are you a motivated individual seeking a chance to thrive and evolve alongside a vibrant and dedicated team?**

**First Nations Summit is looking for a Policy Analyst – Child and Family Well-Being to contribute to our expanding team!**

#### **ABOUT FIRST NATIONS SUMMIT**

The First Nations Summit (FNS) is a provincial First Nations organization committed to advancing discussions with the governments of Canada and BC to support First Nations in conducting their own direct treaty negotiations. The FNS provides a forum for First Nations in BC to address issues related to treaty negotiations, supporting First Nations' title and rights, as well as other issues of common concern.

Our work involves taking a leadership and advocacy role on a full range of issues affecting First Nations, including negotiations and implementation of treaties, agreements, and other constructive arrangements, as well as day-to-day social and economic issues. Much of this work is undertaken in collaboration and partnership among the FNS, the Union of BC Indian Chiefs and the BC Assembly of First Nations (collectively referred to as the "First Nations Leadership Council" or "FNLC"), at the direction of First Nations leadership in BC.

At the FNS, we offer a dynamic work environment, opportunities for professional development, and a chance to make a meaningful impact in the lives of First Nations citizens and communities. If you're passionate about driving positive change for First Nations and are looking for a rewarding career with ample opportunity to grow with us, we encourage you to join our team!

#### **ABOUT YOU**

- You are organized and resourceful, enabling you to multitask effectively in a fast-paced environment.
- You have a strong work ethic and are committed to everything you do.

- Your keen eye for detail allows you to catch little things that might go unnoticed by others.
- You are loyal, dedicated, reliable, and motivated to ensure that both the team and FNS are successful.
- You're self-motivated and independent, and also able to participate collaboratively in a team environment.
- You're passionate about supporting and empowering First Nation people and have a desire to contribute to positive change.

### A DAY IN THE LIFE

- **Coordinate Policy Work and Initiatives:** Your role is to provide senior level policy analysis and support in respect of First Nation child and family matters. This includes coordinating diverse child and family related projects and initiatives, such as those outlined in the Tripartite Working Group on Children and Families (TWGCF) Workplan, collaborating with the Governments of Canada and British Columbia to effect positive change, and overall supporting FNLC and FNLC policy and legal advisors and staff in driving strategic initiatives forward.
- **Team Collaboration:** You work collaboratively in a team environment with personnel from multiple organizations to support FNLC and FNLC policy and legal advisors and staff in advancing key child and family initiatives and projects, guided by First Nation leadership.
- **Strong Communication:** You prepare engaging speaking notes, briefs, and reports often within tight timelines. Your polished communication skills shine as you deliver impactful briefings to First Nation leaders, FNS and FNLC, ensuring alignment on critical issues.
- **Strategic Research and Analysis:** You conduct research, providing concise recommendations on key policy, program, and legislative matters. Your insights will support informed decision-making leading to transformative change in First Nations communities.
- **Provide Strategic Guidance:** You offer strategic advice and recommendations to FNS and FNLC leadership regarding systemic change, transformation and progression of First Nations child and family well-being, based on their inherent, constitutional and human rights.
- **Facilitate Collaboration:** You facilitate collaboration and dialogue, including with First Nations and First Nation mandated organizations. Your role is pivotal in amplifying community voices and ensuring their perspectives shape discussions.
- **Record-Keeping:** You maintain meticulous records of high-level meetings, capturing essential insights and action items to drive progress effectively.
- **Adaptability:** You embrace the evolving needs of the FNS and FNLC in their advocacy efforts and in their roles in forums such as the TWGCF, stepping up to fulfill additional duties as needed to support partnership initiatives and collective goals.
- **Embrace the Culture:** You immerse yourself in the vibrant culture of the FNS, participating in staff activities that foster a supportive and inclusive work environment.



## WHAT YOU BRING TO THE TABLE

- 3+ years' experience working with policy as it relates to children and families' issues and/or First Nations inherent rights, plus some experience with legislation and regulation, preferably within a First Nations provincial/territorial organization or First Nation administration;
- University Degree from a recognized post-secondary institution, preferably in a related discipline, such as social work, law, public administration or First Nations studies;
- Proven work experience with and knowledge of First Nations historical, political and legal issues;
- Excellent analytical, reasoning, persuasion and consensus abilities;
- Outstanding organizational skills, excellent written and oral communication skills;
- Excellent time management skills with the ability to manage multiple priorities and produce results within specified timelines;
- Able to work independently, as well as a member of a diverse team, where productive and essential relationships are developed and maintained;
- Experience working collaboratively with internal and external colleagues, including some supervisory experience;
- Flexible schedule, may include evenings and weekends; and
- Travel, as required.

## OUR COMMITMENT TO YOU

We're committed to our small but mighty team and taking care of our people. In addition to joining an organization that values you, your contributions, and your growth, some of the benefits you will receive include:

- Our compensation package is designed to reflect your skills, experience, and the value you bring to our organization.
  - Compensation range: \$82 - \$87k
- Extended health benefits and a dental plan to value the wellbeing of you and your family.
- A fulfilling and meaningful work environment where you will have the opportunity to contribute to positive change for First Nations communities.
- A culture that values diversity and inclusion and fosters a sense of belonging for all employees.
- Collaborating alongside a tight-knit and supportive team who are passionate about what we do.
- Experience the invigorating energy of collaborating with colleagues in the office!

*We welcome applications from all qualified candidates. At our core, we cherish our identity as a First Nations workplace and strive to preserve and amplify the rich cultural tapestry within our organization that reflects our communities. As such, we particularly encourage First Nation/Indigenous individuals to apply.*

***If this sounds like what you're looking for in your next opportunity, we want to hear from you!***

**Apply with your resume including references and cover letter today:**  
[careers@fns.bc.ca](mailto:careers@fns.bc.ca)

**To learn more about the impact you'll make, visit us at <https://fns.bc.ca/>**