

# Glen Vowell Band

A HEALTHY, SAFE, POSITIVE COMMUNITY THAT IS SELF  
SUFFICIENT NOW AND FOR FUTURE GENERATIONS



## Job Posting

## Lands Manager

We are currently recruiting a full-time Lands Manager to join our team here at the Sik-E-Dakh Band Office. Lands Manager Certificate through Vancouver Island University will be a requirement and can be completed while working. <https://www.viu.ca/programs/arts-humanities-social-sciences/professional-indigenous-lands-management-certificate>

### Position Purpose

Under the direct supervision of the Band Administrator and reporting to Chief & Council, administrative services to create a Reserve Lands and Environment Management Program, ensure responsible stewardship by creating, monitoring and evaluating the progress and budgets of department programs and initiatives. The department, and its manager has the responsibility to know our reserve land and surrounding traditional territories, how our people use the and how other activities taking place around us impact our inherent and Rights & Title.

### Position requirements:

- Professional Lands Management Certification (enrollment at VIU for Training can be provided)
- Experience in First Nations organizations
- Demonstrate proficiency with financial, accounting, and budgetary management functions
- Comprehension of Aboriginal Title and Rights, cultural heritage, knowledge of Sik-E-Dakh history and cultural awareness
- Advance computer knowledge and proficiency in MS Office and Xyntax is essential.

The successful candidate should have:

- Ability to identify, evaluate and correctly interpret evidence relating to interests in, title to and status of reserve land
- Ability to conduct encumbrance checks in Indian Land Registry System (ILRS) and Excellent research capabilities
- Ability to participate in the negotiation and submission of land instruments for approval and registration
- Ability to monitor and ensure compliance of land instruments and participate in the development of By-Laws
- Ability to analyze, interpret and apply policies, directives, regulations and legislation as they relate to the management of reserve, surrendered and other federal Crown land
- Ability to analyze, interpret and apply basic contact law and prepare a sketch based on survey and to interpret survey plans and surveyor field work information
- Strong leadership/organization/time-management skills and strong interpersonal skills including the ability to build relationships and engage others to achieve goals and strong detail orientation.
- Impeccable oral and written communication skills including the ability to present to the community
- Valid BC Driver's License with clean driver's abstract and successful completion of Criminal Record Check.

If you are a reliable, team player that enjoys a dynamic work environment, competitive salary and benefit package and an opportunity to share your skills and talents, we would like to hear from you. Please forward your resume and cover letter to Velma Sutherland, Band Administrator - [administrartor@glenvowell.ca](mailto:administrartor@glenvowell.ca)

**DEADLINE FOR SUBMISSIONS: SEPTEMBER 25, 2024**