



PATHWAYS
EXECUTIVE SEARCH



Chief Executive Officer





Siksika Family Services Corporation (SFSC) is looking for a new Chief Executive Officer (CEO) to oversee the provision of exemplary programs and services to support Siksika Nation families. Reporting to the Board of Directors, the CEO is responsible for the overall management of the SFSC and will provide effective management in accordance with the organization’s strategic priorities.

About the Organization

The SFSC is committed to enhancing the ability of Siksika Nation members by offering various levels of support intertwined with cultural teachings and traditional values. The corporation has a rich history, dating back to the 1960s, and has evolved over the years to meet the changing needs of the Siksika Nation and its members.

The organization was incorporated more than 30 years ago and operates within the Siksika Nation, City of Calgary and the Calgary metro area. The organization is growing fast and today has almost 400 employees and eleven departments. The SFSC’s mandate is to help Siksika Nation families thrive, providing support services and resources including children’s services (child protection and family enhancement), employment and training, childcare, shelter, financial assistance, and preventative and early intervention programs.

Through its comprehensive range of services and long-standing commitment to the Siksika Nation, Siksika Family Services Corporation continues to play a vital role in strengthening families and building a resilient community.

VISION, MISSION, AND VALUES

Vision

An empowered Siksika Nation where our people are valued and living purposeful, independent, and healthy lives.

Mission

To provide exemplary programs and services as well as support for Siksika families and encourage healthy lifestyles.

Values

Siksika Family Services Corporation is guided by the following values. All our decisions and actions will demonstrate these values. We believe that putting our values into practice will create long-term benefits for Siksika Nation and all our members we serve.

Respect

We are Siksika and we respect all of creation, our nation members, and staff.

Ethical

We govern with honesty and integrity.

Accountable

We are transparent and open within our authority.



The Role

The Chief Executive Officer is responsible for overseeing the provision of exemplary programs and services to support Siksika Nation families in alignment with provincial and federal legislation as well as adhering to Siksika Nation laws **Bill C-92**. Reporting to the Board of Directors, the CEO is responsible for the overall management of the SFSC in accordance with the organization's strategic priorities.

RESPONSIBILITIES AND DUTIES

Reporting to the Board of Directors, the CEO will manage and guide the Siksika Family Services Corporation in its mandate. The CEO role is multi-faceted and requires strong organizational skills to lead and support the day-to-day operation of the organization and its people. Responsibilities include:

Strategic and Operational Management

- Provides leadership in developing organizational strategic and operational plans under the direction of the Board of Directors.
- Oversees the ongoing operations of all divisions in the Corporation.
- Ensures the Corporations' compliance with all applicable laws, rules, regulations, and standards.
- Developing and maintaining partnerships with municipal, provincial and federal governments and 3rd party agencies.

Financial Operations Management

- Oversees and manage all financial operations of the Corporation, including budgeting, accounts payable, accounts receivable, and payroll.
- Operates in compliance with the Nation's Financial Administration Law (FAL), generally accepted accounting principles and other underlying laws and policies.
- Manages and directs the Corporation toward its primary goals and objectives.
- Ensures adequate and sound funding for the mission and goals of the Corporations.
- Reviews the financial results of all operations, comparing them with the Corporations' objectives and taking appropriate measures to correct unsatisfactory performance and results.

Program and Service Delivery Management

- Oversees program delivery in all areas, including Executive Directors for children and family, Social Development, IT, Human Resources, Health and Safety and Finance.

The Role continued

Coordination of Community Development Activities

- Maintains an open, equitable and service-oriented relationship between the Corporation, the families, the children, and the community.

Board of Directors

- Liaises with the board of directors and other executives to establish short-term objectives, long-range goals and related plans and policies.
- Attends all Board meetings.
- Coordinates the preparation of agendas, information and resources for Board Meetings and Board Members.
- Serves as the Corporation's representative to the board of directors, shareholders, employees, customers, the government, and the public.

Reporting

- Presents regular reports on the status of the Corporation's operations to the board of directors, the Corporation's staff, Shareholders and Nation Leadership.

People and Culture

- Oversees the recruitment, coaching, mentoring, and management of staff in accordance with Corporation standards and performance expectations.

The Candidate

The CEO must have a history of demonstrated dynamic leadership and possess the following:

- Three to seven years experience working at an executive management level, ideally in a First Nation community.
- Five to 10 years experience in strategic, operational management, Council or community support, financial management, and/or human resource management. Equivalent combinations of relevant experience, education, and training will be considered.
- Strong familiarity with the discipline of Social Work; RSW or MSW qualifications are considered an asset.

The Candidate continued

- Knowledge of Child welfare services and Bill C-92 required.
- Familiarity and fluency working with and adhering to Financial Administrative Law (FAL).
- An advanced degree in business administration, finance, or law is preferred.
- Knowledge in ADP would be an asset.
- Excellent managerial and financial skills and the ability to take leadership over any business operations area.
- Professional communication proficiencies, including presentation skills, writing ability, computer proficiency, and authentic interpersonal skills.
- Demonstrated teamwork, listening and leadership skills, and visionary ability to inspire and empower others.
- Thorough understanding of management and financial practices in all areas and phases of business operations.
- Critical need for sound knowledge of the social and economic issues facing First Nations, including the programming and reporting requirements of Indigenous Services Canada (ISC).
- Ability to develop, maintain, and manage relationships with both internal and external stakeholders.

Additional requirements include:

- Satisfactory Criminal Record and Child Intervention clearances.
- Valid driver's license, insurance, and driver's abstract.

Siksika Nation members will take priority in the selection process.

Working Conditions

This is an in-person position; it's important the CEO is at the on-reserve office at least 50% of the work week, especially at the beginning, to build rapport and trust with employees at the Nation. There are two other offices in Calgary that the CEO could work out of for the residual 50% of the time. The successful candidate will spend prolonged periods sitting at a desk and working on a computer. The successful candidate must be able to lift to 15 pounds at times and be able to navigate various departments within the organization's physical premises. The position will require travel up to 50 percent of the time.



The Application Process

To learn more about this leadership opportunity, please submit a comprehensive résumé and cover letter in confidence to Pathways Executive Search.

Please note: In the latter stages of the selection process, the following additional steps may be required for individuals who are invited to an interview with the selection committee:

- Declaration of Indigenous heritage
- Information and/or correspondence that supports their self-declaration. Items supporting the self-declaration may include:
 - Letters of support from your Indigenous Community.
 - Reference letters from Indigenous members of your community.
 - Documentation supporting your confirmed citizenship as a member of a recognized First Nations, Inuit and/or Métis group.

Consideration of candidates will begin at the end of October, with a formal review by the recruitment committee in November 2024. Nominations, applications, or expressions of interest should be directed to the following members of the Pathways team:

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Pathways Executive Search is a national recruitment firm offering Indigenous-focused professional services. With a mission to make recruitment and career journeys less challenging and more equitable, Pathways is guided by Indigenous values and principles of Indigenous inclusion, which underscore the capacity to build an inclusive process for all racialized and equity-deserving professionals.