



PATHWAYS
EXECUTIVE SEARCH



Executive Director of Wellness



Skwlāx te Secwepemcúlecw



Position Summary

Skwlāx te Secwepemcúl'ecw is seeking an **Executive Director of Wellness** to provide strategic and operational leadership for the Nation's Wellness Pillar. Reporting to the Chief Administrative Officer, this executive role oversees a broad portfolio of health, wellness, social development, child and family services, and community support services that contribute to the wellbeing of members and families. This is an opportunity to lead a dedicated team, strengthen community capacity, and help shape programs and services that support the long-term health and wellness of the Nation.

Location: Chase, BC (Little Shuswap Lake)

Work Arrangement: On-site, 5 days per week

Position Type: Full-time, salaried

Reporting Relationship: Chief Administrative Officer (CAO)

Team: Approximately 25-30 employees

Travel: Occasional travel required

Compensation: \$120,000-\$155,000

The Organization

Skwlāx te Secwepemcúl'ecw (formerly Little Shuswap Lake Band) is a forward-thinking Secwépemc community known for its leadership, cultural strength, and bold approach to economic development. One of 17 bands of the Secwepemc Nation, Skwlāx te Secwepemcúl'ecw (SteS), is in the Central Interior region of British Columbia, Canada. Its main reserve neighbours the Village of Chase on the shore of Little Shuswap Lake and is approximately a 45-minute drive from Kamloops.

Rooted in the traditional identity of Skwlāx, meaning Black Bear, SteS has built a reputation for creating opportunities that honour culture while driving long-term prosperity. Signature ventures such as Quaaout Lodge, Talking Rock Golf, and Le7ka Spa have elevated Indigenous tourism in the Shuswap region and showcased Secwépemc hospitality to visitors from around the world.

Today, SteS continues to advance community well-being through its four guiding pillars of Health and Wellness, Administration, Economic Development, and Lands. This is a community where innovation, cultural pride, and collective growth shape a meaningful place to build your career.

Vision

Skwlāx te Secwepemcúl'ecw brings forward our ancestral teachings to instruct us in advancing our people, language, and culture and protecting the environment. We take a proactive role to stimulate and lead the economy and protect Tmícw (lands, waters) within Secwepemcúl'ecw as we move towards greater unity, self-reliance, and independence.

Mission

In pursuit of our Vision and alignment with our Values, we will:

- Lobby for the full recognition and implementation of our Title and Rights and the assertion within Skwláxulecw.
- Ensure our members enjoy a high quality of life through service delivery and the benefits of a safe, healthy, and prosperous community.
- Acknowledge that wealth generation, the stewardship of our lands and resources, and the advancement of our language and culture are foundational to our success.
- Deliver effective communication, management, and governance for an efficient administration.

The Organization continued

Values

- We rely upon the wisdom of our ancestors, acting in the present and planning for the future.
- We believe that equity, reliability, empathy, integrity, and compassion are critical to the establishment and maintenance of healthy relationships.
- We are forthright in our dealings, embracing a philosophy of “do no harm” when engaging with others and the natural environment.
- We role-model respect through healthy two-way communication, speaking directly and honestly, and staying true to oneself.
- We are forward-looking, solution-oriented, and believe in the importance of collaboration and life-long learning for achieving success.

For more information, visit lsib.ca

The Opportunity

The **Executive Director of Wellness** is a senior leadership role responsible for advancing the health, wellbeing, and quality of life of Skwłāx te Secwepemcúl’ecw members. Reporting to the Chief Administrative Officer, the successful candidate will lead a diverse portfolio of health, child and family services, social development, cultural programming, and early childhood services. This is an opportunity to provide leadership and stability during a period of growth, strengthen community services and organizational capacity, and help shape the long-term vision for wellness that supports healthy families, resilient communities, and positive outcomes for future generations.

Key Responsibilities

Strategic and Program Planning

- Define short- and long-term goals for Wellness Services programs and develop annual operational plans.
- Assess community health and social needs and design programs to meet those needs.
- Monitor regional, provincial, and federal initiatives to ensure SteS programs remain responsive and forward-looking.
- Develop, recommend, and administer operating budgets for all programs under the Wellness Pillar.
- Ensure planning aligns with SteS’s vision, goals, and strategic direction.

Key Responsibilities continued

Administration and Program Operations

- Review monthly financial statements, monitor expenditures, and provide variance analysis.
- Management and oversight of departmental budget (approx. \$2M)
- Prepare and submit funding proposals, program plans, and required documentation.
- Ensure all statistical, reporting, and compliance requirements are met for funders and SteS administration.
- Oversee completion and submission of all program reports required by Kukpi7 & Council, Health Canada, Indigenous Services Canada, and other agencies.
- Prepare and submit annual budgets for review and approval.
- Ensure all program and financial records are well-maintained and audit-ready.

Staff Supervision and Team Leadership

- Provide direct supervision to program managers, coordinators, and support staff within the Wellness Pillar.
- Maintain staffing levels in alignment with SteS policies and service needs.
- Contract management and oversight of staff on contract.
- Set departmental goals and expectations using a collaborative team-based approach.
- Lead annual employee performance evaluations for all Wellness Pillar staff.
- Support employee learning, training, and continuous improvement initiatives.
- Foster a culturally grounded, accountable, and supportive workplace environment.

Community Communications and Public Relations

- Promote awareness of Wellness Services programs to SteS Members and families.
- Provide community updates through newsletters, meetings, and engagement activities.
- Act as a resource and point of contact for community members accessing health and social services.
- Maintain strong relationships with partner agencies, service providers, government bodies, and other Executive Directors within SteS.

Key Responsibilities continued

Facility and Resource Management

- Oversee the maintenance, organization, and use of the Wellness building.
- Manage allocation of building spaces and shared program areas.
- Ensure safe, accessible, and welcoming environments for community program delivery.

Other Duties

- Provide leadership during emergencies or crisis situations.
- Support community events, gatherings, and wellness initiatives as needed.
- Undertake additional responsibilities assigned by the CAO.



The Candidate

The ideal candidate is a collaborative and culturally grounded leader with experience overseeing health, wellness, social, or community-based programs in a complex service environment. They bring strong people leadership, sound financial and operational judgement, and experience working with Indigenous health and wellness programs, including funding and reporting relationships with organizations such as Indigenous Services Canada and the First Nations Health Authority. The successful candidate is a skilled communicator who builds trust, supports teams through change, navigates complex HR and operational challenges, and works effectively with community members, staff, funders, and partner agencies. As a member of the executive leadership team, they will help strengthen programs, build organizational capacity, and advance services that respond to the evolving needs and priorities of Skwlāx te Secwepemcúl'ecw members.

The Candidate continued

Knowledge, Skills, and Abilities

- Proven leadership skills with the ability to manage multi-disciplinary teams.
- Strong understanding of health and social programs, funding requirements, and reporting standards.
- Knowledge of Health Canada and Indigenous Services Canada requirements, with direct experience with ISC and First Nations Health Authority strongly preferred.
- Analytical skills for planning, budgeting, evaluation, and program design.
- Ability to work effectively with community members, staff, partners, and service providers.
- High-level communication and conflict resolution skills.
- Strong ethical standards and professionalism, especially when dealing with sensitive issues.
- Ability to function as a liaison with agencies, organizations, and community partners.

Education

- Degree in a Social Services, Health, or related discipline with a minimum of five (5) years of management experience; or
- A combination of education, training, and extensive supervisory experience in community health or social development fields.
- Experience working with First Nations communities is highly preferred.
- Experience in program management, budgeting, reporting, and staff supervision.

Working Conditions and Other Requirements

- Fast-paced, high-demand environment with frequent interruptions.
- Exposure to sensitive, emotional, or traumatic situations affecting individuals or families.
- Requires occasional overtime to meet deadlines or respond to community emergencies.
- Combination of office-based work and fieldwork within the community.
- Regular meetings with partner agencies, funders, and community groups.
- Must maintain a current and clear Criminal Record Check.
- Valid BC Driver's License.
- Ability to lift, carry, set up and clean up event materials.
- Ability to travel.



The Village of Chase:

Nestled at the outlet of Little Shuswap Lake, where the South Thompson River begins, the Village of Chase offers a unique blend of small-town charm, natural beauty, and economic opportunity in British Columbia's scenic Thompson-Okanagan region. Located along the Trans-Canada Highway between Kamloops and Salmon Arm, Chase is home to approximately 2,400 residents and serves as a regional hub for forestry, tourism, agriculture, and local services. The community is situated within the traditional territory of the Secwépemc People. It is closely tied to Skwłāx te Secwepemcúlecw (Little Shuswap Lake Band), whose community of Quaaout has called the shores of Little Shuswap Lake home since time immemorial. Together, the Village of Chase and Skwłāx te Secwepemcúlecw create a welcoming and vibrant community where Secwépemc culture, outdoor recreation, and modern amenities come together, offering an exceptional quality of life and a strong sense of place for residents, businesses, and visitors alike.



Application Process

To apply, please submit a Cover Letter and Resume, in PDF format, directly to Pathways Executive Search outlining your interest, qualifications, and experience.

Email: Applications@PathwaysExecutiveSearch.com, please include **SteS - ED, Wellness** in the subject line.

For more details or to further explore this important leadership opportunity, please contact:

Katy Gottfriedson-Jasper

Senior Consultant

Pathways Executive Search

Telephone: 1.250.318.6788

KatyGJ@PathwaysExecutiveSearch.com

Terra MacPhail

Senior Consultant

Pathways Executive Search

Telephone: 1.416.712.7407

TerraM@PathwaysExecutiveSearch.com

Pathways Executive Search is an international executive recruitment firm, known for its ability to attract and recruit talent in culturally grounded ways. Guided by Indigenous values and principles of Indigenous inclusion, Pathways walks with those looking to broaden candidate pools, find qualified and experienced candidates, and live out their values and commitment to creating workplace cultures where people can thrive.