



PATHWAYS
EXECUTIVE SEARCH



Director of Capital, Infrastructure, Housing, and Lands





The Organization

The Whispering Pines/Clinton Indian Band (WPCIB), also known as Pelłt'iq't/St'ké7us te Secwépemc, is one of the seventeen Secwépemc communities within Secwepemcúłecw. Traditionally based in the Clinton area, the membership carries ancestral lineage from both the Pelłt'iq't te Pésellkwes (People of the White Earth/Kelly Lake) and Steke'7ús (People of the Little Hanging Bridge/Big Bar). WPCIB is deeply rooted in its responsibilities to tmícw (territory) and to future generations.

A growing and forward-looking community, WPCIB delivers a wide range of programs and services spanning governance, health and wellness, housing, education, infrastructure, and economic development. Community priorities and Secwépemc values guide all aspects of decision-making, with a strong emphasis on cultural continuity, language revitalization, and intergenerational knowledge transfer.

WPCIB is in a period of transition and growth, investing in housing, infrastructure, territorial stewardship, and economic development. Active initiatives include renewable energy, forestry, tourism, and major project partnerships, alongside efforts to build a diversified and sustainable economy. At the same time, WPCIB continues to strengthen its governance frameworks, internal systems, and financial management to support long-term stability and self-determination.

The community and leadership are committed to fostering a respectful, accountable, and culturally grounded workplace. Employees play a meaningful role in advancing community priorities and contributing to both immediate impact and generational change within a dynamic and evolving peoples.



The Organization continued

Vision

United, Pelit'iq'temc/St'ké7usemc are shaping generational change as active caretakers of the land and the people.

Mission

To center wellness for all Pelit'iq'temc/St'ké7usemc, through strong leadership and a focus on actioning our peoples vision.

Values

- Unity
- Trailblazing
- Caretaking
- Equality
- Stsqey (our laws)

Strategic Plan

Rooted in Secwépemc governance principles, WPCIB is guided by a vision of unity, accountability, and collective wellbeing. Its 2025–2027 Strategic Plan is anchored in four core pillars: governance, wellbeing, territory, and Secwépemc ways of life. Together, these pillars reflect a holistic approach to leadership and community development, with a focus on transparency, cultural continuity, and delivering services that support members across all stages of life.

The Organization continued

FOUR CORE PILLARS AND GOALS

Secwépemc Ways of Life & Rekindling Our Connection to Home

Pellt'iq'temc/St'ké7usemc have a strong sense of belonging and connection and practice seasonal rounds and activities throughout Secwepemcúlecw.

Cwelcwélt (Wellbeing)

Pellt'iq'temc/St'ké7usemc are well in each of the quadrants of spiritual, mental, emotional and physical health and cared for in all four stages of the life cycle.

Tmícw (Territory)

Pellt'iq't/St'ké7us te Secwépemc are active land guardians and caretakers, honouring our responsibilities to all our relations.

Governance

Pellt'iq't/St'ké7us te Secwépemc practices strong governance that is accountable to all, transparent, and builds stability throughout the organization.

DEPARTMENTS AND OBJECTIVES

Governance

- Conduct regular review, development and maintenance of policies and procedures.
- Enhance community engagement and practice of traditional governance systems.

Health and Wellness

- Ensure equitable access and service provision for all membership.
- Deliver holistic health and wellness services and programs to all members, for all stages of the lifecycle.
- Work together to provide accessible Mental Health and Wellness and substance use supports.

Housing

- Improve quality of life through the development of diversified housing opportunities for members,
- Explore supports for members to work and live in other places,

The Organization continued

DEPARTMENTS AND OBJECTIVES

Title and Rights

- Exercise title and jurisdiction through partnerships, agreements, and acquisitions.

Economic Development

- Development of a diversified economy and businesses which provide sustainable, stable revenues and funding to take care of WPCIB members and families for 7 generations.
- Protect ecosystems and wildlife in alignment with our Secwépemc values.
- Maintain strong partnerships with government and First Nations communities and organizations.

Territorial Stewardship

- Secure long-term commitments to create sustainability and enhance current and future Territorial Stewardship initiatives.

Culture and Our Way of Life

- Revitalize Secwépemc Culture & Language in order to strengthen the well-being of our members and deepen our connection to our family, our community and the land.
- Acquire land to support cultural connections to territory.

Education and Training

- Secure and increase funding streams for programs and Education department.
- Prioritize training and post-secondary programs for areas of health, trades, social work, and in-demand fields.

Public Works

- Build sustainable revenue streams for public works to meet Pellt'iq't/St'ké7us needs.
- Develop plans and additional capital assets to meet the needs of the department.

The Role

Reporting to the Administrator, the Director of Capital, Infrastructure, Housing & Lands will provide strategic leadership, planning, and hands-on management within all areas of capital, infrastructure, housing and lands. Ensuring regular monitoring, assessment, maintenance and repair of existing assets, projects, and initiatives, in addition to the planning, implementation and completion of future projects. Capital includes all capital projects and capital assets; infrastructure includes all band buildings, roads, water systems, waste water systems, garbage removal, power systems, emergency management, fire wood and infrastructure assets; housing includes the monitoring, assessment, maintenance and repair of existing housing, and the planning, overseeing and development of future housing projects; and lands includes the management of all on and off reserve lands.

KEY DUTIES AND RESPONSIBILITIES

The Director of Capital, Infrastructure, Housing, and Lands has the following key duties and responsibilities:

- Develops and implements strategic planning around existing and future needs, providing professional expertise, direction, advice, and recommendations that will advance the department.
- Manages both existing and new projects and initiatives, ensuring adherence to the relevant operational policies and procedures, relevant legislation, timelines, and quality.
- Ensures adequate policies and procedures are in place to ensure the efficient operation of the department.
- Manages the contractor recruitment process, including the preparation of RFPs, negotiations and contract development in consultation with legal counsel.
- Develops annual budgets with accompanying work plans to ensure proper planning and budgeting of current and future needs/projects, ensuring regular review, monitoring, and adjustments as required.
- Initiates funding proposals to secure funding within all areas of the department.

The Role continued

KEY DUTIES AND RESPONSIBILITIES

- Develops asset management processes, policies and plans throughout the department, ensuring regular review and updating, working in collaboration with finance to ensure adequate insurance coverage for all band assets.
- Provides management to staff through leadership, mentoring and coaching, ensuring:
 - adherence to relevant policies and procedures.
 - efficiency of the day-to-day operations of the department, effectively delegating and building competency within the staff, participation in the recruitment and discipline process.
 - completion of annual performance reviews that include employee training plans.
- Prepares written documents, including project updates, reports, evaluations, etc.
- Maintains professional growth through relevant training and development, staying informed of changing trends, technology, legislation, etc., and making recommendations as needed.
- Other related duties, as required.

COMPENSATION

The base salary will be between \$85,000 and \$127,000.

The total compensation package also includes a comprehensive benefits program, featuring extended health and dental coverage with 100% of premiums paid by the employer, pension matching up to 5%, and paid sick leave accruing at 1.5 days per month, up to a maximum rollover of 10 days at calendar year-end.



The Candidate

Reporting to the Administrator, the Director of Capital, Infrastructure, Housing, and Lands will possess the following:

QUALIFICATIONS

- Post-secondary education in Civil Engineering, Community Planning, Public Administration or a related field; relevant designation considered an asset.
- Minimum five (5) years' progressive experience working within a similar role at a senior level within a First Nations organization.
- Project management experience and knowledge of relevant funding sources.
- Demonstrated ability to effectively manage a multi-disciplinary team and financial budgets.
- Ability to identify and build strategic relationships/partnerships.
- Ability to multitask and efficiently manage multiple priorities.
- Effective oral and written communication skills.
- Proficient in using computers and Microsoft 365, Microsoft Word, Excel, Outlook, PowerPoint, and various video conferencing platforms.
- Must have a valid driver's license (BC Class 5) and satisfactory driving record.
- Criminal records check.

The Candidate continued

WORKING CONDITIONS AND REQUIREMENTS

Mental:

- Managing multiple complex projects and priorities across capital, infrastructure, housing, and lands.
- High demand for accuracy, planning, and coordination across technical, regulatory, and community contexts.
- Working within strict timelines, funding requirements, and project deliverables.
- Significant responsibility for decision-making with direct impact on community infrastructure, housing, and long-term assets.

Physical:

- Combination of office-based work and time spent in the field, including site visits to housing, infrastructure, and lands.
- Extended periods of sitting and computer use, with occasional walking, standing, and travel across sites.

Environmental Conditions:

- Work is performed in both office and outdoor environments, with exposure to varying weather conditions during site visits.
- Office presence is preferred (hybrid may be acceptable with a minimum of 4 days/week in the office/on-site).

Expected Travel:

- ~20-30% (local travel for site visits and project oversight, with occasional travel for training or meetings).



To Apply

To apply, please submit a cover letter and resume in PDF format to Pathways Executive Search outlining your interest, qualifications, and experience.

Email: Applications@PathwaysExecutiveSearch.com, please include **WPCIB Director of Capital, Infrastructure, Housing, and Lands** in the subject line.

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

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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.