EMPLOYMENT OPPORTUNITY

British Columbia Aboriginal Land Managers Association (BCALM)

Position: Executive Director

BCALM is a provincially registered not-for-profit organization that is Indigenous controlled, community-based, and membership-driven dedicated to raising professional capacity in First Nation land management.

BCALM is seeking an experienced and driven individual to fill the position of Executive Director.

Position Summary:

The Executive Director will conduct all duties/tasks in the overall management of BCALM in accordance with the strategic directions set by the Board of Directors.

The Executive Director will establish partnerships, collaborate with member Regional Lands Associations (RLA), membership at large, government and other organizations to advance BCALM's mandate and operations.

Key Responsibilities:

- Participate with the Board of Directors in developing the strategic plan and provide leadership in the implementation of the plan.
- Work in partnership with the Board to develop policies and plans consistent with the organization's mandate and member expectations.
- Provide information, and knowledge, and advice to keep the Board informed and support Board decision making processes.
- The management of the day-to-day operations of BCALM.
- Hire, discipline, termination, and set the remuneration of, all association employees in accordance with policy and/or approved budgets.
- Provide leadership to staff to achieve service excellence and effective programming.
- Leverage funding opportunities to ensure the continued success of BCALM.
- Build and maintain relationships with key external stakeholders and lead strategic partnerships.
- Assist in carrying out the goals and objectives of BCALM generally.
- Promote the role of NALMA and Regional Lands Associations (RLA) throughout Canada.

Location: Remote, must live in British Columbia, Canada

Employment Type: Contract until March 31st, 2026, full-time.
Start date immediate, the successful candidate will be subject to a six-month probation period.

Language: English, Fluency in English (written, comprehension and oral)

Closing Date: May 2, 2025, at 4:00 pm

Annual Salary: $85,000 - $100,000 or commensurate with education and experience. Health and dental benefits upon successful completion of probationary period.

Job Description: Available upon request

Must Possess Skills, Knowledge, Competencies:

Advance Knowledge:

- Non-profit organization and legislative requirements
- First Nation Lands Management (an asset)

Advance level of competencies:

- Develop and evaluation of business plans, proposals, budgets, reports, and work plans
- Human Resource Management
- Financial Management
- Policy and Procedure development
- Maintain confidentiality and ensure legislated privacy requirements are met.

Requirements:

- A bachelor's degree in business/public administration, higher education, or other related field, or an equivalent combination of education and direct related experience.
- Own transportation and a valid driver's license.
- Willing to work overtime and travel including weekends and evenings.
- Successful candidate will be required to provide a criminal record check as a condition of employment.
- Qualified persons of Indigenous ancestry will be given preference in accordance with s16 (1) of the Canadian Human Rights Act.

How to Apply: Email the following: Cover Letter, resume, three current references

Send To: Board of Directors
British Columbia Aboriginal Land Managers Association
Email: stephen.jimmie@outlook.com