



## **Director of Governance Competition 24-05**

The First Nations' Emergency Services Society of British Columbia (FNESS) is a not-for-profit organization and registered charity governed by a First Nation Board of Directors. FNESS supports BC First Nations in building safer, healthier, and thriving communities through programs focused on Awareness, Preparedness, Mitigation, and Recovery.

### **Position Summary:**

In alignment with FNESS's Mission Statement and Guiding Principles, the Director of Governance provides strategic decision support, manages special projects, and oversees youth and partnership initiatives. This role ensures that all governance activities align with Board specifications, approved funding and budgets, and legislative requirements, promoting effective governance and supporting the strategic goals of FNESS.

### **Position Responsibilities:**

- Develop and implement governance strategies that support FNESS's long-term goals and objectives. Ensure governance practices align with the organization's mission and strategic priorities.
- Provide comprehensive decision support to the Board, leveraging data-driven insights and strategic analysis. Develop and implement decision-making frameworks and tools, ensuring timely and accurate information sharing across all levels of the organization.
- Develop and implement comprehensive reporting frameworks, ensuring timely and accurate reports to the Board on governance matters, transparency, and accountability.
- Develop and manage youth programs and partnership initiatives, aligning with strategic goals. Foster relationships with key stakeholders, including government agencies, community organizations, and partners, to support and enhance program delivery.
- Lead the development and implementation of governance policies and procedures. Ensure policies support organizational goals and comply with relevant laws and regulations.
- Support the Board in strategic planning and implementation, ensuring alignment with FNESS's vision and goals. Develop strategic initiatives and monitor progress.
- Ensure governance activities comply with FNESS policies, laws, and best practices. Lead risk management initiatives to enhance organizational integrity. Develop and implement risk management policies and procedures.
- Foster a high-performance culture within the governance team, providing strategic leadership, guidance, and support. Develop team skills and capabilities to meet organizational needs.
- Provide strategic reports to the Board on governance matters, ensuring transparency and accountability. Develop and implement comprehensive reporting frameworks to ensure timely and accurate information sharing.

- Act as a liaison between the Board, management, and external stakeholders. Promote collaboration and ensure effective communication across all levels of the organization.
- Work closely with the Director of Operations and Director of Administration to ensure seamless communication and strategic alignment across all departments.
- Guide governance in line with the Mission Statement and Guiding Principles. Maintain good working relationships and promote good public relations.
- Regularly update the Board on essential matters to assist them in meeting their fiduciary duties, and continuously review and refine the Strategic Plan, recommending changes as needed and securing additional funding to meet new initiatives and community needs.
- Refer all disputed financial matters to the Board for resolution, offer guidance and support to the Board in reviewing the Mission Statement and Guiding Principles, assist the Board in reviewing and developing the Strategic Plan, manage the affairs in accordance with the approved Strategic Plan, and participate in committee work as required.

*This job description describes the primary duties and responsibilities and does not imply that they are the only duties and responsibilities to be performed.*

**Position Requirements:**

- Degree in Public Administration, Governance, or a related field.
- Minimum of 10 years of progressive experience in governance or a related field, with a focus on strategic leadership.
- Proven ability to develop and implement operational strategies and policies with strong strategic thinking and organizational skills.
- Expertise in decision support and project management, with strong analytical and problem-solving abilities.
- Exceptional interpersonal and relationship-building skills, able to lead and manage change effectively.
- High level of integrity and ethical standards, with excellent decision-making and crisis management skills.
- Strong project management skills and ability to work collaboratively with diverse stakeholders.
- Exhibits strong interpersonal skills and a commitment to cultural competence, with a focus on working respectfully and effectively within diverse cultural contexts, adapting interactions to foster inclusivity and safety for all individuals.

**Additional Requirements:**

- Knowledge of the First Nation culture, customs, and language is essential for this position
- Willingness to travel as needed for events and program support
- Criminal Records Check (Vulnerable Sector)
- Valid Class 5 BC Driver's License

**Position Type:** Full-time Employment Agreement, 7.5-hour shift Monday to Friday

**Location:** Hybrid Work

**Compensation:** \$135,000 a year. Competitive compensation based on qualifications and experience.

**Closing Date:** August 2, 2024, by 12:00pm

**Benefits:**

- Dental care
- Extended health care
- Life insurance
- Pension plan
- Paid 4 weeks' vacation

In accordance with Section 16(1) of the *Canadian Human Rights Act* and pursuant to Section 42 of the BC Human Rights code, it is FNESS Policy to practice preferential hiring for Indigenous people. Candidates who wish to qualify for preferential consideration must self-identify.

We thank all candidates for their interest; however, only those selected for an interview will be contacted.

**Please forward a current resume and cover letter to:**

[HR@fness.bc.ca](mailto:HR@fness.bc.ca)

Attention: Human Resources Manager  
First Nations' Emergency Services Society  
102-70 Orwell Street  
North Vancouver, BC V7J 3R5