## JOB PROFILE

| TITLE: Executive Director, Indigenous Strategies and Partnerships | CLASSIFICATION: Business Leadership |
| Position Number: #00099181 | SUPERVISOR TITLE: Associate Deputy Representative, Transition |

### JOB OVERVIEW

The Representative for Children and Youth, an independent officer of the B.C. Legislature, works to influence positive change to B.C.’s child-, youth- and young adult-serving system. The Representative’s Office provides advocacy support to people dealing with the service system and advocates directly on behalf of children, youth and young adults, monitors and reviews government services to children and youth and reviews and sometimes investigates deaths and critical injuries of children and youth who are receiving services.

Reporting to the Associate Deputy Representative, Transition and participating as a member of RCY’s Senior Executive, the Executive Director, Indigenous Strategies and Partnerships leads a team of staff and is responsible for policy and procedure development, human resources, budget and financial management. The Executive Director identifies and manages systemic and strategic issues related to Indigenous children and youth, their families and communities. The Executive Director identifies and implements strategies for meaningful engagement of Indigenous communities and organizations on a range of issues and challenges facing Indigenous children, youth and families. The Executive Director leads provincial youth engagement initiatives and maintains effective relationships with various external stakeholders, particularly in Indigenous communities.

### ACCOUNTABILITIES

#### Program Management

- Provide consultation, advice and expertise to staff in all program areas, across the organization, regarding Indigenous children and youth and with respect to engaging with Indigenous people and communities
- Liaise with service providers, including MCFD, delegated Aboriginal Agencies, the federal Department of Indigenous Affairs and Northern Development Canada and other community service stakeholders, maintaining effective two-way communication in order to monitor trends and issues affecting Indigenous children, youth and families
- Monitor initiatives of the federal, provincial and international governments and agencies to identify best practices and effective models and approaches for all program areas, including Indigenous child, family and community engagement
- Participate in and contribute to RCY executive discussions as requested, with a particular emphasis on discussions of a strategic nature
- Develop project plans and strategies at the request of the Representative and members of Executive
• Review and recommend strategies to address socio-economic issues such as poverty, substance abuse, limited economic opportunities, domestic violence, substandard housing and other challenges facing Indigenous families.

• Collaborate on reports involving all RCY program areas

• Provide expert advice on the conduct of program area research in areas affecting Indigenous children and youth, such as child welfare and mental health

• Direct workload planning, recruitment, training and supervision of professional staff; conduct performance assessment reviews and lead staff development initiatives

• Conduct a small number of complex and sensitive Indigenous specific reviews and investigations to evaluate services and identify issues relating to effectiveness/responsiveness of reviewable services

• Undertake special high-priority projects and initiatives as required

Youth Engagement Initiatives

• Develop innovative approaches for public access to information and services for Indigenous children and youth

• Develop and deliver advocacy workshops for Indigenous children, youth and family service providers around the province

• Lead the development and implementation of a youth engagement strategy that establishes and implements ways to engage with Indigenous children and youth around the province

• Monitor initiatives of federal and other provincial as well as international governments and agencies to identify best practices and effective models and approaches to youth engagement

• Participate in the development of resource materials for services to Indigenous children and youth

Systemic Issues Management

• Identify systemic deficiencies in provincial and community-based services to Indigenous children, youth and families; develop, recommend and implement strategies to respond to systemic issues

• Provide support for capacity-building initiatives and best practice and inclusive approaches to supporting Indigenous children, youth and families

• Develop special reports regarding specific and/or systemic issues, trends, priorities and public policy issues, and provide advice to the Representative, Deputy Representative and Senior Executive

• Direct strategic research and reviews and recommend approaches to respond to public policy issues affecting Indigenous children, youth, young adults and families

External Relationships

• Establish and maintain effective and collaborative relationships with Indigenous service providers, agencies and organizations in the government and non-governmental organization (NGO) sectors

• Work with Indigenous leadership, agencies and communities to advocate for the application of a cultural safety lens and effective support for Indigenous children, youth and their families receiving reviewable services provided or funded by the government

• Chair or participate in inter-ministry/agency committees, working groups, advocacy workshops and public information/education/outreach events; make public presentations; direct development of effective networks
JOB REQUIREMENTS

Education/Experience

Degree or graduate degree in a relevant discipline such as social work, community development, dispute resolution, child and youth care, or law.

Considerable, recent and progressively more senior experience including:

- Leadership in practice, research and/or program evaluation with designated or reviewable services as defined by the Representative for Children and Youth Act
- Leading a complex program, including policy and procedure development, human resources, budget and financial management
- Mentoring, coaching and managing professional staff
- Experience working directly with Indigenous children and youth
- A superior track record building and maintaining effective working relationships with Indigenous individuals, communities, groups, administrations and networks in the public, non-profit or NGO sectors
- Managing sensitive and complex issues with Indigenous children, youth, families and communities
- Developing and leading successful engagement activities and initiatives with Indigenous children, youth, and communities
- Conducting research, analyzing complex information and identifying trends/themes, producing reports and making recommendations
- Engaging multiple program areas or departments to work collaboratively and successfully
- Providing expert advice on Indigenous issues and ensuring an Indigenous focus is embedded in organizational policies, practices, strategies and delivery of legislated mandate

Knowledge, Skills and Abilities

- Knowledge of Indigenous cultures and child welfare issues
- In-depth knowledge and understanding of the political context for Indigenous peoples specifically in British Columbia as well as across Canada
- Significant knowledge of the operations and practices of the Ministry of Children and Family Development, including child welfare
- Exceptional knowledge of the legislation, policies and procedures associated with child and youth service areas designated in the Representative for Children and Youth Act and the related infrastructure of programs and support services for children and youth in British Columbia
- Ability to respond to issues and inquiries in a quick and professional manner
- Ability to identify potential stakeholder and public concerns
- Excellent writing and editing skills, computer skills and verbal communications skills
- Ability to manage financial resources to achieve organizational goals and objectives
- Excellent interpersonal skills
BEHAVIOURAL COMPETENCIES

- **Building Strategic Alliances** involves knowledge and skills to engage in internal and external stakeholder analysis and to negotiate agreements and alliances based on a full understanding of power and politics.

- **Solving Problems Creatively** involves knowledge and skills in fostering creative problem solving in the organization through critical reflection, problem analysis, risk assessment and rewarding innovation.

- **Building Team Orientation** involves knowledge and skills in developing group identity, participative decision making and open and effective communication.

- **Vision and Goal Setting** involves knowledge and skills in establishing official and operative goals for the organization/units and to establish a system of measuring effectiveness of goal attainment.

- **Listening, understanding and responding** is the desire and ability to understand and respond effectively to other people from diverse backgrounds.

- **Teamwork and cooperation** is the ability to work co-operatively within diverse teams, work groups and across the organization to achieve group and organizational goals.

- **Aboriginal-centered service approach** is a desire to serve Aboriginal people, focusing one's efforts on understanding their interests in order to increase the quality of the service and produce better outcomes.

- **Cultural agility** is the ability to work respectfully, knowledgeably and effectively with Aboriginal people.

For more information on competencies, see:

BC Public Service competency resource page
Aboriginal relations behavioural competencies