

**SIKSIKA FAMILY SERVICES CORPORATION**  
**REQUIRES TWO (2) BOARD OF DIRECTORS**  
**Community Representative**

Siksika Family Services Corporation is seeking a responsible Siksika Nation member with knowledge in Social Work, Policy, Finance and Management experience.

**AUTHORITY AND RESPONSIBILITY:**

The Board of Directors is the legal authority for Siksika Family Services Corporation. As a member of the Board, a Director acts in a position of trust for the community and is responsible for the effective governance and in the best interest of the corporation.

**REQUIREMENTS:**

Requirements of the Board of Directors include, and are solely responsible for the following:

1. Attend regular Board meetings and other important related meetings (i.e. Annual General Meeting).
2. Volunteer and willingness to serve on committees and accept assignments and completes them thoroughly and on time.
3. Establish vision, mission, and values
  - Determine the corporation's vision and mission to guide and set the pace for its current operations and future development.
  - Determine the values to be promoted throughout the corporation.
  - Determine and review corporation goals.
  - Determine corporation policies.
4. Set strategy and structure
  - Review and evaluate present and future opportunities, threats and risks in the external environment and current and future strengths, weaknesses and risks relating to the corporation.
  - Determine strategic options, select those to be pursued, and decide the means to implement and support them.
  - Determine the business strategies and plans that underpin the corporate strategy.
  - Ensure that the corporation's organizational structure and capability are appropriate for implementing the chosen strategies.
5. Support to Chief Executive Officer/Senior Manager
  - Supports authority to management, and monitor and evaluate the implementation of policies, strategies, and business plans.
  - Determine monitoring criteria to be used by the Board.
  - Ensure that internal controls are effective.
  - Communicate with Chief Executive Officer/Senior Manager.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Social Work, Management and Financial background.
- Possess excellent planning and negotiating skills.
- Ability to analyze reports and documents (i.e. budgets, financial, funding agreements).
- Good knowledge of different Legislation Acts (Provincial and Federal).
- Good oral and written skills. Assertive and attentive listener.
- Fluency in Siksika language will be considered an asset.
- Valid Driver's License.
- Security Clearance Letter (obtain from local City Police or RCMP), Clear CYIM (Intervention) check.

**APPLICANTS ACCEPTED FROM ON/OFF RESERVE**

Please submit letter and resume via email to [tanyamh@siksikafamilyservices.com](mailto:tanyamh@siksikafamilyservices.com):

Siksika Family Services Corporation

**ATTENTION: Board of Directors**

**PO Box 1189**

**Siksika, AB**

**T0J 3W0**

**Deadline to apply: Until positions filled**

**ALL APPLICANTS WILL BE SCREENED TO SUITABILITY. ONLY THOSE CONSIDERED FOR AN INTERVIEW  
WILL BE CONTACTED.**