

# Employment Opportunities



**Position:** Ohkinniinaa and Ninaaks Liaison  
**Service Area:** Ohkinniinaa and Ninaaks  
**Location:** Siksika Nation Tribal Administration  
**Salary:** Based on Education and Experience  
**Date Posted:** May 30, 2024  
**Closing Date:** June 13, 2024  
**Competition Number:** SNONL-01-05-30-24

## POSITION SUMMARY:

Work with Ohkinniinaa and Ninaaks, and Council Task Forces to assist Council and take lead in achieving initiatives as outlined in Council's strategic plan.

## DUTIES & RESPONSIBILITIES: *Duties include but are not limited to:*

- Build relationships with Tribal Manager and entity CEOs to ensure continuity and cooperation.
- Provide research, documentation, briefing notes, and updates on political environments, both local and national, to keep the Council abreast of issues.
- Provide monthly updates to Ohkinniinaa and Ninaaks regarding ongoing Task Force objectives.

## MINIMUM QUALIFICATIONS:

### Required Knowledge, Skills, and Abilities

- Must be familiar with the unique cultural needs and requirements of First Nation tribal governments and their administration.
- Must have good knowledge regarding the unique requirements of First Nation tribal governments and their administration.
- Must have good working knowledge of the evolution and development of the Indian Act, Treaty and Aboriginal Law, and the Canadian constitution as it affects First Nation people and the inherent right to Aboriginal Self-Government.
- Must have good business writing skills required in dealing with all officials in government, private industry, Aboriginal organizations and Siksika Nation Niinaiks.
- Must have good negotiating and dispute resolution skills in dealing both with external governments, organizations, and members of the Siksika Nation community.
- Must be able to communicate effectively and make presentations in large gatherings and meetings. Great interpersonal communication skills, written and verbal.
- Must be able to work under stress, tight time schedules, crisis situations and weekends when required.
- The ability to work and understand the Blackfoot language and culture would be an added asset to qualify for the position.
- Must be willing to travel in relation to the performance of related tasks, duties, and responsibilities.

## Education and Experience

- The Ohkinniinaa and Ninaaks Liaison holds a minimum bachelor's degree either in public policy and administration, political science, or business administration; coupled with professional development courses either in human resources, strategic planning, finance, Aboriginal and Treaty Law, Aboriginal self-governance, and economic development.
- The Ohkinniinaa and Ninaaks Liaison must have relevant senior management level experience within organizations external to Siksika Nation such as federal or provincial government, private industry, or adult educational/training institutions.
- The Chief and Council Liaison should also have relevant work experience that will help support Leadership in this role.

EMAIL [recruitment@siksikanation.com](mailto:recruitment@siksikanation.com) To Apply, Receive a Job Description or Employment Application form.  
CALL 403-734-5567 or 403-734-5579 to learn more.

WEBSITE [www.siksikanation.com](http://www.siksikanation.com)

Position will be filled based on requirements and candidate qualifications. Priority: Siksika Members, Indigenous Community, then others.