



Language Programs Manager, Strategy Specific

Victoria, B.C.

Join a growing team, dedicated to revitalizing B.C.'s First Nations arts, languages, cultures and heritage. We are small but mighty and we are making a difference. The First Peoples' Cultural Council (FPCC) is looking to fill a **Language Programs Manager, Strategy Specific** position to support the success and impact of our programs.

The Language Programs Manager, Strategy Specific manages all aspects of the delivery of the Strategy Specific Language Programs and participates in the development of the overall Language Program planning calendar. In this newly created position, the successful candidate will develop and implement assigned elements of the FPCC Service Plan and Language Program Operational Plan.

If you are a dedicated and experienced Manager and are interested in working with a great team dedicated to revitalizing B.C.'s First Nations arts, languages, cultures and heritage, we look forward to hearing from you.

Submissions from applicants with First Nations, Métis or Inuit ancestry are strongly encouraged to apply and will be given preference. Only short-listed candidates will be contacted for interview. All applications will be treated with strict confidentiality.

Who We Are:

The First Peoples' Cultural Council is a First Nations-led Crown corporation mandated to support First Nations arts, languages, cultures and heritage revitalization in British Columbia.

What We Offer:

- We value your work-life balance and family/community time
- Dental, extended health and vision care for you and your family through Canada Life
- B.C. Public Service Pension
- Additional statutory holidays, including National Indigenous Peoples' Day and National Day for Truth and Reconciliation.
- Training and professional development opportunities to grow your career and skills
- Travel opportunities to conferences and community events



What You Will Do:

- For each Strategy Specific program, plans and ensures effective implementation of the:
 - grant cycle
 - program budget
 - program communication and program promotion needs
 - program training workshops
 - Peer Review Committee recruitment, composition and activities
- Provide high-quality service delivery for the success of First Nations stakeholders. Instils a value of service delivery excellence with program staff.
- Recognize and value B.C. First Nations expertise and Indigenous knowledge.
- Incorporate feedback from First Nations experts into program models and community supports.
- Work with peers and the Language Programs Operations and Planning Manager to develop and maintain a Language Programs Calendar for alignment with the FPCC Engagement Plan.
- Develop and ensure consistent delivery of knowledge sharing programs training.
- Partner with subject matter experts in the development of capacity building tools.
- Responsible for all hiring and performance management on the Strategy Specific Program teams. Directly manages a Program Coordinator for each language education program and Program Navigator(s). Provides support and guidance to the Program Coordinators in supervising the Program Administrative staff.
- Maintain high standards while ensuring a healthy and supportive work environment and the effective planning and distribution of work.
- Oversee program reporting for strategy specific programs and manage budget for strategy specific programs.
- Aligned with the FPCC Community Engagement plan, develop and manage relationships with communities, funders, and government, providing program related advice and consultation.
- Develop operational plans that contribute to the business plan for their program area.
- As assigned, participates in, and leads a variety of projects, and may represent the Language Program on organizational projects.



What You Will Bring:

An acceptable related bachelor's degree such as Linguistics, Anthropology, Indigenous Language Revitalization, or Business supplemented by at least and five to six years or program management and administration experience including contract management and a minimum of two years leading a team.

An acceptable combination of equivalent education, training, or experience in related fields may be considered. Experience working in an Indigenous organization is an asset.

Skills and Abilities That Would Help You Succeed:

- Experience managing a team, building team and individual work plans.
- Excellent understanding of the First Nations language and cultural context in B.C.
- Experience in community development with First Nations people in B.C., and a strong commitment to Indigenous language revitalization.
- Cultural competency in working with and relationship building in a First Nations community context.
- Demonstrated ability to manage sensitive communications, while maintaining rapport with First Nations communities, and elders.
- Excellent oral and written communication skills, especially Indigenous community communications.
- Confident in developing rapport and relationships with government and funders.
- Open to new perspectives and different ways of thinking and working.
- Demonstrated ability to manage dynamic relationships with curiosity and a willingness to learn.
- Demonstrated experience in effective contract and program management.
- Experience writing grant proposals and reports.
- Strong file management and organizational skills.



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- Ability to respond effectively to sensitive issues, inquiries, and complaints.

Working Conditions

- Most work is done in a general office environment.
- Regular travel to meetings throughout B.C. is required.
- May be required to work evenings and weekends.

For more information about the First Peoples' Cultural Council, visit: www.fpcc.ca

The posting will remain open until filled.

Please send a resume and covering letter to:

Light Your Path Capacity Building

Email: lightyourpath@telus.net

The First Peoples' Cultural Council is located in Brentwood Bay and is grateful to have our home in the beautiful traditional unceded territory of the WSÁNEĆ Nation people, in the village of WJOLELP.

FPCC values all employees and the communities we serve, and the health and safety of the work environment is a top priority. As a condition of employment, all employees are required to be fully vaccinated against COVID-19 or be able to provide a medical exemption.