



Siksika Family Services Corporation
Bill C92 Coordinator
Calgary/Siksika
Temporary Full Time
Closing Date: OPEN until position is filled.
05/2025



GENERAL STATEMENT OF POSITION:

The Siksika Nation Bill C92 is contract position responsible for preparing, coordinating, and conducting all activities on behalf of the Siksika Nation in its implementation of An Act respecting First Nations, Inuit and Metis children, youth and families, S.C. 2019, c. 24 ("Bill C-92"). This Bill C92 Coordinator will work to develop the following:

DUTIES AND RESPONSIBILITIES:

- The implementation of the Siksika Nation Child and Family law pursuant to An Act respecting First Nations, Inuit and Metis children, youth and families, S.C. 2019, c. 24 ("Bill C-92").
- Oversee and coordinate all meetings between stakeholders and related entities.
- Develop community presentations and work to engage Siksika Nation citizens both on-reserve and in urban areas on the implementation of Bill C92.
- Capture information in a culturally sensitive manner during community engagement sessions.
- Report and analyze feedback and recommendations gathered from community engagements and develop recommendations and policy advice regarding Bill C92.
- Develop and maintain relationships with stakeholders on current, and developing, child, youth, and family program policy issues.
- Maintain awareness of government policies and programs related to Bill C92 and provide briefing and recommendations.
- Ensure compliance with all requirements throughout the process including Capacity Building requirements.

Please email hrm@siksikafamilyservices.com for full job description.

EDUCATION AND EXPERIENCE:

- Post secondary degree (preferred in Social Work, Political Science, Law, Indigenous Studies or other relevant field).
- Knowledge and proven experience in working with Government, Legislation and Policies.
- Experience in working and knowledge of federal, provincial and other Child Welfare agencies.
- Managing, coordinating, and development of a workplan and timelines.
- Preparation and presentation of workplans, budgets, and briefings.
- Ability to communicate effectively, both orally and in writing.
- Ability to analyze legislation, policies, and research experience.
- Ability to organize own work with minimal supervision.
- Ability to use Microsoft Office Suite or other computer software

Resumes and cover letters should be emailed to hrm@siksikafamilyservices.com

Please quote **Job Title** on your cover letter.

IMPORTANT: All applications **must** be complete and include the following:

1. Degree/Diploma/Certificates and/or other pertinent related documents.
2. Clear Criminal Record and Child Intervention Check.
3. Copy of Driver 's License.

We thank all those applicants in advance, however only those candidates selected for an interview will be contacted.