



Siksika Family Services Corporation

CHIEF EXECUTIVE OFFICER

INDEFINITE FULL TIME

Closing Date: Open until position is filled
August 2026



Position: Chief Executive Officer

Reporting: Board of Directors

Report to CEO: Executive Direction for all department Directors and selected Managers, IT, HR, Health and Safety and Finance.

Job Summary

At Siksika Family Services Corporation, our vision is an empowered Siksika Nation, where our people are valued and living purposeful, independent, and healthy lives. We are seeking a Chief Executive Officer to provide leadership that reflects and respects *Siksikaitsitapi* values, traditions, culture, and ways of knowing. The CEO will foster meaningful relationships with Elders, community members, leadership, and partners while supporting the delivery of culturally grounded services that promote well being, safety, and self determination of *Siksikaitsitapi* children, youth, and families.

Siksika Family Services is seeking to fill the role of Chief Executive Officer who is responsible for the overall management of the Siksika Family Services Corporation. The Employee will provide effective management in accordance with the strategic priorities of the Employer as approved by the Board of Directors.

Responsibilities and Duties

- **Strategic and Operational Management:** Provides leadership in developing organizational strategic and operational plans under the direction of the Board of Directors. Oversees the ongoing operations of all divisions in the Corporation. Ensures the Corporations' compliance with all applicable laws, rules, regulations, and standards. Demonstrate emotional intelligence, compassion, and kindness in a high stress leadership environment, with an understanding of Siksika culture and values. Knowledge of the Siksika language in an asset.
- **Program and Service Delivery Management:** Oversees program delivery in all areas, including Executive Directors for children and family, Social Development, IT, Human Resources, Health and Safety and Finance.
- **Coordination of Community Development Activities:** Maintains an open, equitable and service-oriented relationship between the Corporation, the families, the children, and the community.
- **Board of Directors:** Liaison with the board of directors and other executives to establish short-term objectives, long-range goals and related plans and policies. Attends all Board meetings. Coordinate the preparation of agendas, information and resources for Board Meetings and Board Members. Serves as the Corporation's representative to the board of directors, shareholders, employees, customers, the government, and the public.
- **Reporting:** Presents regular reports on the status of the Corporations' operations to the board of directors and to the Corporation's staff.
- **People and Work Environments:** Oversees the recruitment, coaching, mentoring, and management of staff in accordance with Corporation standards and performance expectations. While enforcing employee policies and practices.

Qualifications Required

- 3-5 year's minimum experience in Executive management, ideally in a First Nation Community.
- Category 4 delegation an asset.
- 5- 10 years experience in strategic operational management, Council or community support, financial management, human resource management.



Siksika Family Services Corporation

CHIEF EXECUTIVE OFFICER

INDEFINITE FULL TIME

Closing Date: Open until position is filled
August 2026



- Familiarized and fluent in adhering to Financial Administrative Law (FAL) is an asset.
- Education may vary an advanced degree in business administration, finance, or law is preferred, but not required.
- Knowledge in ADP would be an asset.
- Excellent managerial and financial skills and the ability to take leadership over any business operations area.
- Superlative communication skills, particularly the ability to communicate as a leader.
- Thorough understanding of management and financial practices in all areas and phases of business operations.
- Sound knowledge of the social and economic issues facing First Nations including the programming and reporting requirements of Indigenous Services Canada (ISC) is key to this role.
- Knowledge of Child welfare legislation & Registered Social Work and Master of Social Work programs is an asset.
- Ability to manage relationships with both internal and external stakeholders.
- Clear Child Intervention Check
- Clean Police Check
- Clean Driver's abstract
- Valid Driver's license and insurance
- Siksika nation members will take priority in the selection process.

Working Conditions

- Prolonged periods sitting at a desk and working at a computer.
- Must be able to navigate various departments of the organization's physical premises.
- 50 % Travel.
- In person only.
- High stress, emotionally complex work environment.

Thank you for your interest in working with Siksika Family Services Corporation. Due to the volume of interest, only those that meet the requirements of the job will be contacted for interviews. If you believe that you would be a good fit for this role, please email your resume and references to: hrm@siksikafamilyservices.com