



DASIQOX NEXWAGWEZ?AN

SR. PROGRAM MANAGER

TITLE: Senior Program Manager, Dasiqox Nexwagwez?an

ACCOUNTABLE TO: Dasiqox Leadership (Yunesit'in and Xeni Gwet'in Governments)

REPORTS TO: Dasiqox Senior Advisors [Governance Advisor; Stewardship & Planning Advisor]

TERMS: Full-time equivalent, 1-year contract (extension dependent on funding)

Position Summary

Dasiqox Nexwagwez?an is an initiative of Xeni Gwet'in and Yunesit'in (Tsilhqot'in communities) to steward and protect shared territory, culture, lands and waters. This flagship IPCA (Indigenous Protected and Conserved Area) builds on a rich history of bold, strategic, innovative Tsilhqot'in leadership, Dasiqox Nexwagwez?an is entering a new, exiting phase. Our small (but dedicated and mighty!) team is seeking someone to join us with experience, energy, and the ability to independently produce high quality work while engaging collaboratively with a diverse team.

The Senior Program Manager provides senior-level program development, management and support for this Indigenous-led initiative, (service/relational leadership) across all Dasiqox program areas. This role is responsible for managing program operations, coordinating the collective work of the team, and liaising between Tsilhqot'in leadership, technical staff/contractors, and Makeway Charitable Society. The Sr. Program Manager role includes co-facilitating Indigenous governance processes and programming, while attending to and implementing strategic priorities. This includes overseeing staff/contractor work, managing program-level budgets and finances, ensuring funder compliance and reporting, and overseeing deliverables across multiple projects. The Sr. Program Manager also works collaboratively as part of a team to build and maintain relationships with partner organizations, funders, and a growing network of communities and allies, while supporting Tsilhqot'in leadership in relationships with other Indigenous communities and governments.

The Sr. Program Manager ensures Dasiqox initiatives reflect and practice the values, vision, principles, and culture of Yunesit'in and Xeni Gwet'in communities, while coordinating across the broader Tsilhqot'in Nation and external partners. This position requires strong and demonstrated experience in service leadership, governance support, interpersonal professional relationships and team-building,

program management, financial management, and communications, with the ability to navigate and facilitate complex, multi-party and cross-cultural relationships.

Roles & Responsibilities

MANAGEMENT AND OPERATIONS [40% TIME]

- Facilitate and support Indigenous governance and decision-making processes to direct and guide the Dasiqox initiative, team, program areas, and projects.
- Support strong working relationships with Xeni Gwet'in, Yunesit'in, and TNG governments, staff, and contractors.
- Manage and coordinate overall program, operations and projects – including program-level budgets, finances, and funder compliance/reporting – to oversee and track finances and deliverables across program areas and projects.
- Provide management, mentoring or guidance to other staff and contractors as appropriate to support effective project delivery, and work with Tsilhqot'in community coordinators to support capacity development of junior team members.
- Oversee communications, including newsletters, website, social media, and implementation of communications strategy.
- Synthesize direction from leadership, working collaboratively with the core Dasiqox team to co-develop and implement strategic and operational plans across program areas.

PROGRAM DEVELOPMENT [30% TIME]

- Strengthen and co-manage funder relationships; oversee and engage in fundraising, grant development and reporting.
- Work with leadership and senior Dasiqox team members to collaboratively develop the internal capacity of Dasiqox as an initiative – to strengthen resilience, sustainability, and the realization of Tsilhqot'in vision and principles for Dasiqox.
- Represent Dasiqox externally, building partnerships and networks with allies and organizations.

COORDINATION AND ADMINISTRATION [30% TIME]

- Organize and coordinate meetings and associated documentation and record-keeping.
- Facilitate communication between Leadership, core staff, contractors, and other parties (TNG, MakeWay) as appropriate.
- Liaise across internal and external positions, communities, and governments.
- Develop and maintain information management and documentation for Dasiqox initiative

Required Qualifications, Skills & Competencies

- Graduate level degree or equivalent in experience and competency, in a relevant field (e.g., Indigenous studies, community planning, governance, environmental/resource management) plus minimum 5 years senior management experience in program or project leadership.
- Proven experience managing projects, budgets, finances, grants, and compliance.
- Demonstrated success managing, supervising, and mentoring staff and/or contractors and teams in cross-cultural environments
- Strong facilitation skills and experience supporting Indigenous-led governance and collective processes, while also functioning independently.
- Exceptional communication skills (written, verbal, cross-cultural) and practices.
- Demonstrated conflict resolution skills.
- Familiarity working with Indigenous communities and ability to respectfully engage with leaders and knowledge holders.
- Proficiency in Microsoft Office and video conferencing tools.
- Valid BC Driver's License and access to reliable vehicle; willingness to travel to remote communities.
- Flexibility to attend evening and weekend events as required.

Desired Qualities

- Respectful relationship-builder with cultural sensitivity and understanding of Indigenous cultures and circumstances in BC.
- Willing, able, and motivated to listen and synthesize perspectives and information into strategies, actions, and processes that guide how the job is done.
- Strategic thinker with strong problem-solving and conflict resolution skills which support and advance the T̓silhqot’in vision while navigating challenging political processes and public debate
- Self-motivated and self-directed, yet committed to building collaborative, strengths-based teams and processes.
- Highly organized and detail-oriented.
- Curious, collaborative, adaptable, and action-oriented.
- Reflexive and curious - willing to learn, combined with humble demeanor prepared to ask questions and to center T̓silhqot’in knowledge
- Self-reliant and comfortable driving and camping in remote and back country settings.

- Sense of humour and emotional intelligence.

Working Conditions

- Regular travel to Tsilhqot'in communities (especially Xeni Gwet'in and Yunesit'in), often alone.
- Travel to Williams Lake and urban centres (Vancouver, Victoria).
- Preference for candidate willing to relocate to Williams Lake, BC or closer to Tsilhqot'in communities
- Participation in ceremonies, community events, and gatherings.
- Office/remote desk work, including meetings, communications, and document preparation.
- Provides own equipment (computer, phone, outdoor supplies), office space, and transportation (vehicle).

Remuneration and Benefits

\$90,000 - \$115,000 FTE – commensurate with experience and qualifications.

- Could be pro-rated to $\frac{3}{4}$ time
- Could include option for remote and/or contractor arrangements

Employee Benefits: Comprehensive employer-paid benefits package, including extended health, vision, and dental, starting on your first day of employment.

How to Apply:

PLEASE SEND A COVER LETTER AND RESUME TO:

Jenai Nolin
Human Resources Generalist
Tsilhqot'in National Government
1729 South Lakeside Drive
Williams Lake, BC V2G 3A9
Email: jenainolin@tsilhqotin.ca

APPLICATION DEADLINE: February 27, 2026

We encourage Indigenous candidates to apply

Shortlisted candidates may be asked to provide additional information including references and samples of previous work.

For more information about **Dasiqox** and **MakeWay**, please visit:

<https://dasiqox.org/>
<http://makeway.org/approach/shared-platform/>

MakeWay is made up of two legal entities – MakeWay Foundation and MakeWay Charitable Society. MakeWay Charitable Society is an operating charity that houses 60+ environmental and social change projects across the country, also known as the Shared Platform. As Dasiqox is a project on MakeWay's Shared Platform, the selected candidate will be an employee of MakeWay.

Dasiqox and MakeWay are strongly committed to equity and creating a diverse workplace community. We strive to reflect the diversity of our society on our teams and to provide a respectful workplace and equal working opportunities for all employees and applicants. We welcome and encourage applications from the communities we serve and for all qualified applicants to apply. If you require accommodations at any point during the application or hiring process, please contact jenainolin@tsilhqotin.ca

Our sincerest appreciation to all those expressing interest in this position! This role is for a current vacancy and Dasiqox does not use artificial intelligence (AI) to screen, assess, or select applicants. Only those applicants invited for an interview may be contacted. Thank you!