



**PATHWAYS
EXECUTIVE SEARCH**



Lands Manager



Skwlāx te Secwepemcúlecw



The Organization

Skwlāx te Secwepemcúl'ecw (formerly Little Shuswap Lake Band) is a forward-thinking Secwépemc community known for its leadership, cultural strength, and bold approach to economic development. One of 17 bands of the Secwepemc Nation, Skwlāx te Secwepemcúl'ecw (SteS), is in the Central Interior region of British Columbia, Canada. Its main reserve neighbours the Village of Chase on the shore of Little Shuswap Lake and is approximately a 45-minute drive from Kamloops.

Rooted in the traditional identity of Skwlāx, meaning Black Bear, the Nation has built a reputation for creating opportunities that honour culture while driving long-term prosperity. Signature ventures such as Quaaout Lodge, Talking Rock Golf, and Le7ka Spa have elevated Indigenous tourism in the Shuswap region and showcased Secwépemc hospitality to visitors from around the world.

Today, SteS continues to advance community well-being through its four guiding pillars of Health and Wellness, Administration, Economic Development, and Lands. This is a community where innovation, cultural pride, and collective growth shape a meaningful place to build your career.

The Organization continued

Vision

Skwlāx te Secwepemcúl'ecw brings forward our ancestral teachings to instruct us in advancing our people, language, and culture and protecting the environment. We take a proactive role to stimulate and lead the economy and protect Tmícw (lands, waters) within Skwláxulecw as we move towards greater unity, self-reliance, and independence.

Mission

In pursuit of our Vision and alignment with our Values, we will:

- Lobby for the full recognition and implementation of our Title and Rights and the assertion within Skwláxulecw.
- Ensure our members enjoy a high quality of life through service delivery and the benefits of a safe, healthy, and prosperous community.
- Acknowledge that wealth generation, the stewardship of our lands and resources, and the advancement of our language and culture are foundational to our success.
- Deliver effective communication, management, and governance for an efficient administration.

Values

- We rely upon the wisdom of our ancestors, acting in the present and planning for the future.
- We believe that equity, reliability, empathy, integrity, and compassion are critical to the establishment and maintenance of healthy relationships.
- We are forthright in our dealings, embracing a philosophy of “do no harm” when engaging with others and the natural environment.
- We role-model respect through healthy two-way communication, speaking directly and honestly, and staying true to oneself.
- We are forward-looking, solution-oriented, and believe in the importance of collaboration and life-long learning for achieving success.

For more information, visit lslb.ca

The Opportunity

Skwlāx te Secwépemcúl'ecw (SteS) is seeking a full-time **Lands Manager** based in Chase, BC.

Reporting to the Territorial Resource Stewardship (TRS) Executive Director, you will play a senior leadership role in overseeing the administration, planning, and governance of on-reserve lands, leasing, and taxation functions, ensuring land-related activities are managed effectively and compliantly, and aligned with community priorities.

In this position, you will be primarily responsible for providing leadership and oversight across lands administration functions, guiding land use planning and development activities, managing leases and land transactions, and ensuring policies, bylaws, and regulatory requirements related to reserve lands are consistently upheld.

Responsibilities

Oversight of Lands, Leases, and Taxation

- Providing senior leadership and oversight of on-reserve lands administration, including leases, permits, land agreements, and taxation-related processes.
- Reviewing and evaluating land applications, development proposals, and land use requests, providing senior-level review and direction as required.
- Upholding fiduciary responsibilities under the Financial Administration Law (FAL), ensuring sound oversight and accountability in land-related decisions and transactions.

Planning and Contracts

- Guiding land use planning initiatives in alignment with community plans, bylaws, and on-reserve land management priorities.
- Drafting, administering, and monitoring complex land-related agreements and contracts.
- Ensuring compliance with applicable legislation, land codes, policies, and regulatory frameworks.
- Overseeing the maintenance of accurate land records, registries, and information systems, including maps and plans.
- Collaborating with internal departments, leadership, and external stakeholders on lands-related matters.

Responsibilities continued

Departmental Leadership and Public Service

- Managing budgets from \$5-10M.
- Creating work plans for staff and measuring KPIs for each role.
- Mentoring, supporting, and providing technical guidance to lands staff to ensure consistent, high-quality lands administration practices, bylaws, and policies.
- Fielding inquiries/complaints from community members, municipalities, government bodies, etc.
- Managing the overall performance of the lands department.

The Candidate

As our ideal candidate, you will possess strong leadership, analytical, and organizational skills, along with sound judgment and clear communication abilities. You are confident in your expertise and comfortable serving as a mentor to lands staff, providing guidance, oversight, and technical direction while maintaining a collaborative and respectful approach.

Education and Experience

Territorial Resource Stewardship (TRS) Executive Director, the Lands Manager will possess the following:

- Post-secondary diploma or degree in lands administration, Indigenous lands management, legal studies, business administration, community or municipal planning, real estate, or a related field.
- Completion of the Professional Lands Management Certification Program (PLMCP) or an equivalent nationally recognized Indigenous lands management credential.
- 5-10+ years of progressive experience in lands administration or a senior on-reserve lands role.
- Demonstrated success supporting lands administration in a public facing role.

The Candidate continued

Knowledge, Skills & Abilities

In addition, the Lands Manager will possess:

- Strong understanding of lands administration under the Indian Act and related frameworks.
- Extensive experience working within First Nations governments or on-reserve lands environments.
- Advanced hands-on experience with leases, permits, land agreements, and land transactions.
- Knowledge of land use planning, zoning, bylaws, and community planning processes.
- Proven experience maintaining land registries, records management systems, maps, and survey plans.
- Experience reviewing and guiding development or land use applications and proposals.
- Ability to interpret, apply, and advise on policies, legislation, and regulatory requirements related to reserve lands.
- Experience mentoring, supporting, and guiding lands staff in a leadership or senior capacity.
- Ability to work independently and collaboratively within a team-oriented environment.
- Working knowledge of Microsoft Office applications, including Word, Excel, and Outlook; familiarity with SharePoint or other digital record management systems.
- Experience using virtual meeting platforms such as Microsoft Teams or Zoom.
- Ability to facilitate respectful dialogue and navigate complex matters to support effective conflict resolution among diverse stakeholders.
- Knowledge of Secwepemctsin (Secwépemc language) and culture is an asset.

This is a senior lands leadership role for an experienced professional who brings depth, credibility, and confidence to on-reserve lands administration. SteS is seeking a highly qualified candidate who can provide leadership within the lands function, support staff development, and ensure lands, leasing, and taxation activities are managed to a high professional standard in alignment with community priorities.

Note: Preference will be given to applicants who have First Nation or Indigenous ancestry.

Working Conditions and Requirements

The Lands Manager works primarily in an office environment, with regular interaction with Council, executive leadership, staff, community members, Leaseholders, and external partners. Work is generally conducted during regular business hours, and on-site presence is a must. Travel as required for site visits to subject property located on reserve.

Due to the public-facing nature of the role, a high level of professionalism, communication skills, and cultural respect is always required.

To be successful, the following are required:

Essential Requirements

- Willingness and ability to travel occasionally for meetings, inspections, training, and community-related activities
- Advanced hands-on experience with leases, permits, land agreements, and land transactions and negotiations experience
- Valid Class 5 BC Driver's License and access to a reliable vehicle
- Ability to undergo a Criminal Record Check
- Must be able to commute or relocate to Chase, BC or surrounding areas prior to start of employment.

Physical Demands

- Prolonged periods of sitting and computer use for executive planning, reporting, and correspondence.
- Participation in meetings, as required.
- Light physical activity associated with office and meeting environments.
- Willingness and ability to travel occasionally for meetings, inspections, training, and community-related activities.

Confidentiality

- Maintain strict confidentiality in accordance with SteS policies and applicable legislation.
- Handle sensitive information related to lands management with discretion, professionalism, and cultural sensitivity.
- Ensure secure storage, access, and management of all physical and electronic records.
- Uphold the privacy, dignity, and trust of Council, staff, partners, and the community in all interactions.

Salary Range

As a valued member of our team, you will be rewarded with an attractive annual salary ranging from \$95,000 – \$115,000 based on skills and experience.

Following successful completion of the probationary period, the successful candidate will be eligible for a Management Excluded Remuneration and Compensation (MERCs) package, which includes extended health and dental benefits, pension participation, and a monthly travel allowance.

Application Process

To apply, please submit a Cover Letter and Resume, in PDF format, directly to Pathways Executive Search outlining your interest, qualifications, and experience.

Email: Applications@PathwaysExecutiveSearch.com, please include **SteS - Lands Manager** in the subject line.

For more details or to further explore this important leadership opportunity, please contact:

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Pathways Executive Search is an international executive recruitment firm, known for its ability to attract and recruit talent in culturally grounded ways. Guided by Indigenous values and principles of Indigenous inclusion, Pathways walks with those looking to broaden candidate pools, find qualified and experienced candidates, and live out their values and commitment to creating workplace cultures where people can thrive.