



# Okanagan Nation Alliance

101 -3535 Old Okanagan Hwy, Westbank, BC V4T 3L7  
Phone (250) 707-0095 Fax (250)707-0166 [www.sylx.org](http://www.sylx.org)

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## EMPLOYMENT OPPORTUNITY

### Wellness Policy Analyst

The Okanagan Nation Alliance (ONA) is the Tribal Council for the eight member communities of the Okanagan Nation which includes Osoyoos Indian Band, Upper Nicola Band, Upper and Lower Similkameen Indian Bands, Penticton Indian Band, Westbank First Nation, Okanagan Indian Band and the Confederated Tribes of the Colville Reservation. The ONA's mandate is to advance, assert, support and preserve Okanagan Nation title and rights. Further, the ONA is charged with providing members with a forum to discuss and form positions on areas of common concern.

#### Key Duties and Responsibilities:

The ONA is seeking to employ an enthusiastic individual to work as Wellness Policy Analyst within the Wellness Department. This position is responsible for policy research, the analysis of existing ONA policy and policy development to support the strategic direction and ongoing development of Syilx Nation Wellness based initiatives. The Wellness Policy Analyst will conduct research and analysis of local, provincial and national research policies and programs to inform and support the Wellness team to prioritize and formulate evidence based decisions.

#### Core Key Deliverables for these positions are:

- Undertake policy and issue analysis, synthesize and interpret information and develop recommendations with supporting information to engage the ONA in identifying issues and opportunities.
- Maintain up to date resources and bibliographies as they relate to policy and research on Wellness issues, and inform committees, assess and evaluate existing policies and champion further policy development.
- Under the direction of the Wellness Manager provide expertise and advice to the senior organizational and governance structure of the Wellness Department.
- Apply project management principles in the management of policy related initiatives that will include administrative deliverables such as preparation of monthly, quarterly and Annual General Assembly reports, development of requests for grants, budget control, attendance and input in assigned meetings.

#### Qualifications and Experience:

- A Masters degree in Public Health, Social Policy, Political Science, Indigenous Studies or a related field.
- A minimum of three years or related policy, research and analytical experience in preferably a First Nation environment.
- Previous experience in working with MCFD, Ministry of Health, Health Authorities and the First Nations Health Authority is preferred.
- A Working knowledge of Federal/Provincial legislation, policies, processes and inter-relationships among the province, municipalities, Indigenous governments and organizations is important.
- Must demonstrate a healthy life style and be a positive role model.
- Energetic and self motivated with demonstrated written, oral and presentations skills.
- Working knowledge of computer software including MS office (Word, Excel, Access and PowerPoint).
- A reliable vehicle and a valid class 5 driver's license.
- Criminal records check is required.
- Willingness and ability to work flexible hours, which will include evenings and weekends.
- Aboriginal ancestry preferred.

**Hours:** Full Time - 37.5 hours per week.

**Application Procedures:** Please send a current resume and covering letter to:

**Holly Hutton, Wellness Program Assistant**

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Email: WellnessHR@syilx.org Fax: (250) 707-0166

**COMPETITION OPEN UNTIL FILLED**

Thank you for your interest, **No Phone Calls Please** only those short-listed will be contacted