



Lac Ste. Anne Métis Community Association

Manager of Community Safety and Well-being

JOB DESCRIPTION

Reports to: President
Revision date: May 09, 2023
Position Type: Full-time, fixed term

About Lac Ste. Anne Metis Community Association

Lac Ste. Anne Métis Community Association ("LSAMCA") is focused on activities associated with honouring the Lac Ste. Anne Métis Community's collective history and culture, re-building its collective capacities as stewards of our shared lands and waters, and caring for community members through provision of innovative programs and services.

Position Overview

This position focuses on enhancing the safety and well-being of LSAMCA members, including the safety of LSAMCA women, girls and 2SLGBTQ+.

This role responds to the unique challenges and needs facing LSAMCA members and their families living across west-central/northwest Alberta, a region known for intensive natural resource development. LSAMCA takes a holistic view of community safety and collective well-being and this corresponds with the Truth and Reconciliation ("TRC") Calls to Action, principles associated with the United Nations Declaration on the Rights of Indigenous Peoples ("UNDRIP"), and the Missing and Murdered Indigenous Women and Girls and 2SLGBTQIA+ People ("MMIWG") National Inquiry Calls to Justice.

The ***Manager of Community Safety and Well-being*** is a primary staff resource within LSAMCA, tasked with providing expertise, strategic leadership, and advisory services with respect to development and implementation of programming focused on building community interconnectedness and enhancing community safety. Community-led programming is intended to serve as a foundational support to members living across Lac Ste. Anne Métis' traditional territory, and will rely upon fostering and maintaining strategic relationships with key government representatives and external agencies.

LSAMCA is seeking a proven leader and strategist with a track record in developing programming and processes through the lens of building upon and enhancing community resiliency. The successful candidate will be skilled in change management, have a passion for community development, and have experience

with developing and implementing successful community-based programs and services.

Reporting to the President, the Manager of Community Safety and Well-being will help guide LSAMCA's efforts in the areas of program development and research.

Success in this position means you will:

- Lead or co-lead designing, implementing and improving upon community safety and well-being initiatives that result in real-life impact;
- Motivate a core staff working in support of LSAMCA members in the areas of community safety and well-being;
- Ground program conversations in lived experience and undertake data integration and analysis to inform real time decision-making;
- Drive innovative strategies, partnerships and policy advice through relationships with key decision-makers across relevant sectors;
- Embed a cultural safety lens in all of the work.

Key Responsibilities

- Guide LSAMCA to develop a strength-based approach to service delivery.
- Research provincial and federal services and programs potentially available to LSAMCA members and identify any gaps or barriers to access.
- Lead or co-lead the creation of an inventory of available programs and services relevant to LSAMCA members' safety and well-being needs.
- Lead or co-lead development of preventive supports for families, including workshops, cultural activities, etc. that strengthen relationships, including parent and guardian relationships with children.
- Collaborate, support, identify and advise LSAMCA regarding program development and effectiveness, and to ensure outreach staff have all relevant training and certifications, such as First Aid, Suicide Prevention, Conflict Resolution, Naloxone training, or other.
- Coordinate delivery of information related to sexual exploitation, human trafficking, and other safety topics at community events.
- Contribute to planning and implementation of community-led socioeconomic baseline information gathering activities.
- Lead or co-lead the creation of an appropriate record keeping system, as required, to document LSAMCA's engagement with its' members on matters concerning community safety and well-being.
- Build and maintain relationships with local RCMP, health personnel and other relevant services providers as a part of enhancing LSAMCA's understanding of safety risks impacting its members.

- Liaise with relevant personnel regarding major projects in Lac Ste. Anne Métis' Traditional Territory in order to provide input and stay informed regarding socioeconomic effects planning and monitoring.
- Contribute to stakeholder roundtable initiatives, committees or other contexts with connections to the safety of Indigenous women, girls and 2SLGBTQ+, and with a view to leading the LSAMCA response in this area.
- Provide expertise in response to the complex needs of LSAMCA members, and share ideas for potential research and operational improvements.
- Direct the development and implementation of evaluation activities associated with LSAMCA's community and safety well-being efforts.
- Promote, track, and measure compliance with funding requirements through the creation and implementation of appropriate data collection, reporting, and/or recordkeeping processes.
- Participate in emergency management planning activities involving LSAMCA.
- Assist LSAMCA leadership to secure funding to support development of a LSAMCA Community Safety Plan.
- Other reasonable duties as may be assigned by LSAMCA's leadership.

Qualifications

- Graduate degree in a related field of study, such as Indigenous studies, community development studies, health studies, international development studies, or an equivalent combination of training and experience.
- 7+ years' recent experience in a related role together with a strong desire to act in service to LSAMCA, including as this concerns advancing and upholding Lac Ste. Anne Métis rights and interests.
- Significant knowledge of legislation and policy relevant to Indigenous peoples.
- A demonstrated understanding of the landscape of organizations that support Indigenous community safety and well-being within west central/northwest Alberta is an asset.
- Evidence of existing relationships that are relevant to this position.
- Exceptional writing, interpersonal and facilitation skills, demonstrated ability to use good judgement and tact.
- Proven ability to motivate and lead a team to accomplish objectives.
- Demonstrated ability to solve complex problems in challenging environments.
- High level of computer proficiency, including Microsoft Excel.

- Experience with quantitative and qualitative research methods.
- Experience carrying out evaluation activities is an asset.

Job Requirements

- Valid Class 5 Drivers License (or equivalent), driver's abstract and access to a reliable vehicle
- Travel to west-central/northwest Alberta, on occasion
- Flexibility to work extended hours, or hours outside of a typical workday, if necessary
- Criminal Record Check for work with the vulnerable sector

Salary and Benefits

- Salary: \$95,000-\$120,000, depending on experience
- Flexible schedule with the opportunity to consider a hybrid or remote work arrangement
- Three weeks' paid vacation, including one week between Christmas and New Years
- Paid Health and Wellness days
- Health Spending Account
- Personal Spending Account
- Matching RRSP program

Successful applicants may be considered for involvement with other LSAMCA activities that may fall outside the scope of this position.