

Prepared by:



**CHIEF EXECUTIVE OFFICER
B.C. First Nations Forestry Council**



Nanaimo, British Columbia

EXECUTIVE BRIEF

May 17, 2022

CONTENTS

	<u>Page</u>
The Opportunity	2
Background	3
Organizational Profile	4
Program Areas	5
Candidate Profile	9
Position Description	11
Position Posting	13

THE OPPORTUNITY

The First Nations Forestry Council (Forestry Council) is seeking its next CEO to lead the organization. Reporting to the Board of Directors, the CEO will: support BC First Nations in realizing their forestry development and employment potential; develop and implement strategies and policies; manage Forestry Council resources; ensure effective and efficient operations and build strong and supportive relationships with funders, partners and stakeholders. The incoming CEO will build on a solid foundation, assuming responsibility for all aspects of management and administration including staffing, budgeting, resource development and allocation and project and program development and delivery.

The preferred candidate will be a seasoned senior leader with experience providing strategic leadership in a similar environment. Ideally the candidate will bring the following:

- Extensive forestry-specific experience;
- Experience in working in and with First Nations communities;
- An understanding of First Nations rights and title and how they apply to forestry opportunities and management;
- Knowledge of and experience in working within BC Government forestry regulation, legislation and protocols; and,
- Experience in working in and/or with BC forest sector companies.

In addition, the ideal candidate will have exceptional leadership, communication and negotiating skills, and be highly skilled in building relationships and influencing regulatory and legislative changes.

It will be essential that the preferred candidate can, on behalf of the Forestry Council Board, positively and effectively form strong working relations with senior provincial officials, Indigenous communities, forest industry leaders and influence and inform relevant public policies in a balanced approach of advocating for the Council and First Nations forestry priorities.

This is a unique opportunity to play an instrumental role in the implementation of a First Nations Forestry Strategy that strengthens the government-to-government relationship, supports increased shared decision-making and the implementation of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) principles, the Truth and Reconciliation Commission's (TRC) Calls to Action, the Supreme Court of Canada's *Tsilhqot'in* Decision and the BC Government's *Declaration on the Rights of Indigenous Peoples Act* and Action Plan.

BACKGROUND

The Forestry Council has retained the consulting company, Human Capital Strategies (HCS) to assist the Forestry Council Board of Directors in undertaking an executive search for a CEO.

The Forestry Council is an advocacy organization that works to support Nations in their efforts to increase their role in the governance and stewardship of forest lands and resources, and participation in the forest sector as full partners. **The Forestry Council does not represent the Nations, nor are we a consultative body.**

The Chief Executive Officer of the Forestry Council is responsible for the administration of the Society's headquarters and all activities in accordance with the Council constitution and Bylaws.

The current Forestry Council team is composed of seven staff/contractor members:

- Interim Chief Executive Officer
- Director of Operations and Finance
- Financial and Admin Assistant
- Workforce Program Manager
- Workforce Indigenous Forestry Scholarship Program Coordinator
- Workforce Administrative Coordinator
- Workforce Project Assistant

Current recruitment efforts underway for the Forestry Council are for the following:

- Communications Manager
- Senior Policy Advisor
- Event Coordinator

The Forestry Council headquarters is located at 669 Centre Street, Nanaimo, BC on the traditional territory of the Snuneymuxw First Nation. All the current staff are from Nanaimo and work a hybrid of in-office and remote.

Resources

The organization is in a growth mode from approximately \$ 1.15M in 2020/21 and 2.03M in 2021/22 to an expected \$2.78M in 2022/23.

ORGANIZATIONAL PROFILE

Council Mission

The Forestry Council:

- Promotes and connects forestry-related education, training and job opportunities for First Nations through development of partnerships with government, industry, educational institutions and other stakeholder groups.
- Assists First Nations in their efforts to improve and sustain the economic wealth and wellbeing of BC First Nations based on Indigenous sustainability principles and values that ensure the viability of forest lands and resources for current and future generations;
- Provides forestry-related technical advice and guidance through ongoing communications and outreach that include meaningful opportunities to engage with First Nations;
- Supports First Nations work with government, industry and other stakeholder groups to advance Indigenous priorities, values and principles into forest-related legislation, policy, and practices;
- Supports First Nations in forest land use planning that is holistic and incorporates Indigenous and contemporary knowledge, values, principles and governance systems;
- Advocates for access to an equitable share of benefits derived from the use of forest lands and resources, including access to tenure and forest revenues, and development of partnerships with government, industry, educational institutions and other stakeholder groups; and

Council Vision

First Nations through collaborative decision making, play a meaningful role in the governance and stewardship of forest lands and resources with access to an equitable share of benefits that include tenure; forest royalties' that incorporate Indigenous sustainability principals that reflect cultural, spiritual, environmental, economic and social values of the original owners and caretakers of the land, and are equally represented in the forest sector workforce from entry level to leadership and decision making positions.

Governance

The "Forestry Council" is governed by a Board of Directors comprised of up to four Directors: One Director appointed by each of the founding members, First Nations Summit, the Union of BC Indian Chiefs and the BC Assembly of First Nations; and one Director elected by the Forest Tenure Members.

Board of Directors

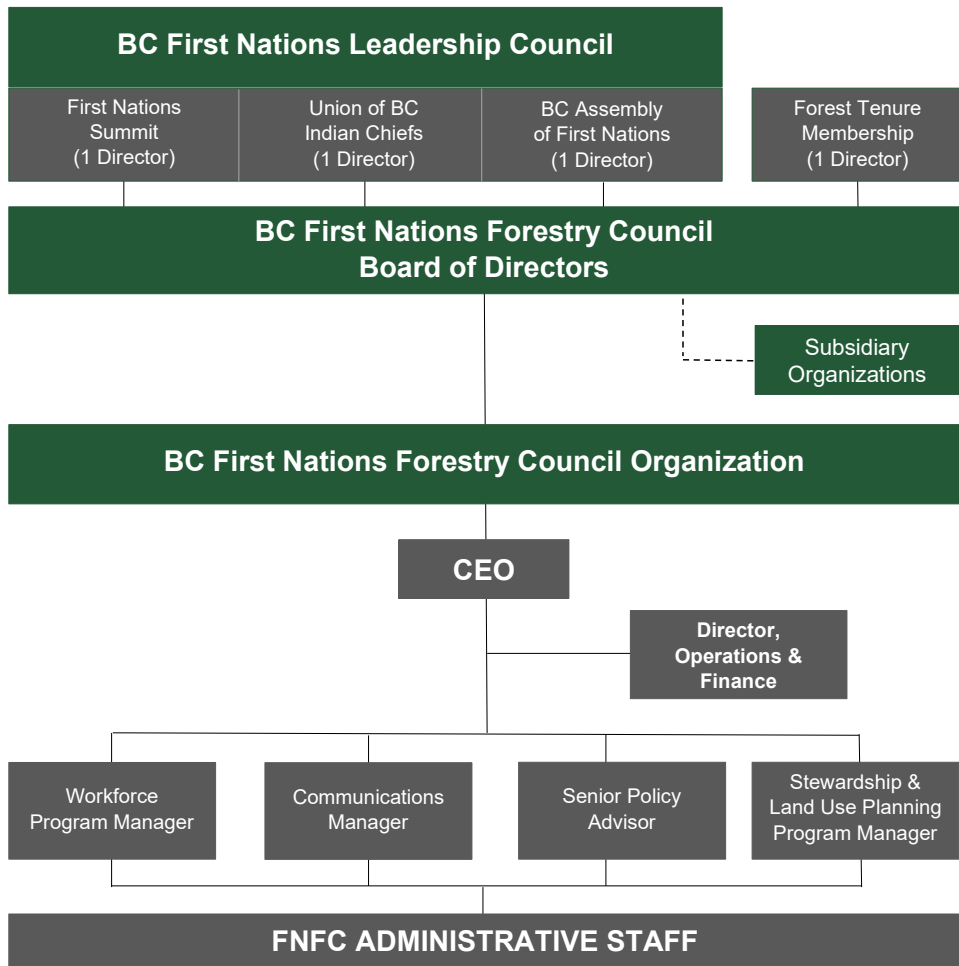
President	Chief Bill Williams (ta-lall-SHAM-cane siyam), Squamish First Nation
Director	Chief Harley John Chingee, McLeod Lake Indian Band
Director	Mike Kelly (Yekwileq), Leq'a:mel First Nation
Director	Dan Macmaster, RFP, Nk'Mip First Nation Woodland Licence

The Forestry Council is politically accountable to the First Nations Leadership Council and the First Nations of BC.

PROGRAM AREAS

GOVERNANCE

The BC First Nations Forestry Council is governed by a Board of Directors comprised of up to four Directors; One Director appointed by each of the founding members of the BC First Nation Leadership Council, First Nations Summit, the Union of BC Indian Chiefs and the BC Assembly of First Nations; and one Director elected by the Forest Tenure Members.



FORESTRYCOUNCIL.CA



Communications and Engagement

Since 2008, the Forestry Council has engaged, served, and advocated for BC First Nations communities in all matters related to the forest sector. Over the years, First Nations have become increasingly involved in the industry as tenure holders, small business operators, forest managers, and more.

The Membership Program enables us to build meaningful relationships with Nations in a way that keeps you informed and involved in critical work, with exclusive access to our tools and resources, as well as knowledge of provincial initiatives, and policy and legislative efforts underway.

We value the importance of providing access to tools and information for all First Nations across British Columbia. All members benefit from:

- A Quarterly Newsletter
- Reports & Publications produced by the Forestry Council
- Annual First Nations Forestry Conference (reduced entry fee)
- Access to an active Jobs Board

The Forestry Council key communication efforts are in bringing Nations together engagement, outreach, including an annual forestry conference and policy-specific regional and provincial engagement from time to time. With our past experiences in engagement and learning about our Nations, the Forestry Council is continually improving and becoming more sophisticated with its social media and other creative channels for outreach and connecting with First Nations and stakeholders.

Policy Development and Reform

The core policy work of the Forestry Council is to advocate for forest policy and legislative reform and create more opportunities for BC First Nations to provide input through technical support and engagement sessions. This work is always informed by the Nations, so as to:

- increase the inclusion of Indigenous laws and values in forest policy and legislation,
- increase access to tenure and tenure viability, and
- improve access to a meaningful share of forest revenues derived from the use of forest lands and resources on their territories.

Over the last several years, the Forestry Council has worked collaboratively with the Province to engage First Nations to identify and incorporate First Nations priorities and values into the development of a BC First Nations Forest Strategy (the “Strategy”) that increases the role First Nations play in the governance and stewardship of forest lands and resources. This includes the need for policy, legislative, and regulatory review and reform to support the implementation of the revised Forest Strategy.

The Strategy has been developed around the following six (6) goals:

<p>1 SHARED GOVERNANCE. Recognize First Nations governments as decision-makers and stewards of forest lands and resources, grounded in the principles of UNDRIP.</p>  <p>#ItsTime</p>	<p>2 REVENUE SHARING. Develop a revenue sharing model that meaningfully shares revenues derived from forest lands and resources with First Nations.</p>  <p>#ItsTime</p>	<p>3 LEGISLATIVE REFORM. Engage First Nations meaningfully in the development of legislation, regulations, and policies - including <i>The Forest Act</i> & the <i>Forest & Range Practices Act</i>.</p>  <p>#ItsTime</p>
<p>4 TENURE REFORM. Assist First Nations in becoming full partners through changes to the tenure system.</p>  <p>#ItsTime</p>	<p>5 STEWARDSHIP. Pursue collaborative land use planning and stewardship processes as partnerships between First Nations and the Province to establish management objectives and priorities for their territories.</p>  <p>#ItsTime</p>	<p>6 FIRST NATIONS WORKFORCE. Maximize First Nations participation in the forest sector through the implementation of the BC First Nations Forestry Workforce Strategy.</p>  <p>#ItsTime</p>

Stewardship and Land Use Planning

Since 2009, the Forestry Council has made efforts to develop tools and resources for Nations to inform and guide their work to develop stewardship and land use plans for their territories. Land use planning has been acknowledged by many First Nations communities and the province as a key process through which Nations can participate meaningfully in government-to-government decision-making.

Workforce Development

In 2018, the Forestry Council launched the BC First Nations Forestry Workforce Strategy (the “Workforce Strategy”). It was developed as a long-term initiative to increase the participation and success of BC First Nations peoples in the BC forest sector through training, careers, and employment opportunities as forestry employees, managers and executive staff, and forestry contractors and self-employed entrepreneurs.

The Workforce Strategy was informed through extensive research, labour market data, and First Nations and stakeholder engagement throughout the province over two years.

The mission of the BC First Nations Forestry Workforce Strategy is to achieve sustainable and meaningful career, employment, and business outcomes for First Nations people in the BC forest sector through collaborative partnerships among forest companies, ISETP and the Forestry Council, while reflecting community cultural values, the United Nations Declaration of the Rights of Indigenous Peoples’ and the Truth and Reconciliation Commission’s Call to Actions.

A number of initiatives and programs that the Forestry Council runs as part of the implementation of the Strategy include:

Indigenous Forestry Scholarship Program

Provided by the BC First Nations Forestry Council in partnership with BC Timber Sales (BCTS), Indigenous Skills and Employment Training Strategy agreement holders (ISETS), and BC Forest Service the program provides Tuition and Living scholarship, as well as paid work experience for First Nations and Métis Descent students. The program has been active for ten years and in 2022 accepted thirty-five indigenous students into the program.

Annual Indigenous Forestry Career Fairs

Since 2019, the Forestry Council has held an annual Indigenous Forestry Career Fairs across BC. Each event provided Indigenous talent with the unique space and opportunity to connect with forestry jobs, training, and education opportunities. Participants got to meet with potential employers from all areas of forestry, learn about training opportunities, find out more about educational programs in forestry, and hear from industry leaders on work happening in the BC forest sector.

Mentorship Program

The Forestry Council is currently working with the BC Ministry of Advanced Education, Skills and Training to continue pursuing means for implementing the highest priorities of this Strategy in 2019, including an Indigenous Mentorship in Forestry Program.

CANDIDATE PROFILE

Priority Criteria

A. Experience

- A track record providing leadership for an organization in a senior role in a not-for-profit or industry association, ideally as a CEO/Executive Director or member of the senior management team.
- Forestry-specific experience is essential, ideally with 15+ years in the sector, with some of that experience with a First Nation.
- Knowledge of governments' forestry policies and regulation is a strong asset.
- Demonstrated experience in business administration and financial management in not-for-profit organizations.

B. Understanding of Government

- Strong understanding of working with government and government processes, ideally at all four levels of government including Indigenous elected/hereditary governance.
- Skills and knowledge for influencing regulatory and legislative changes.
- Experience operating within a government funded environment while maintaining the mandate and focus of the organization.
- Demonstrated ability to effectively interact with governments at policy and administrative levels.

C. Expertise

- Understanding of the BC Forestry landscape (e.g., coastal vs. interior) and some legal knowledge, and in particular how the laws impact the forestry environment.
- An ability to understand and navigate BC First Nations policies and programs.
- Knowledge of the BC Government's *Declaration on the Rights of Indigenous Peoples Act*, the Declaration Act Action Plan and recently announced increases in the Forestry Revenue-Sharing Program and Forest Consultation and Revenue Sharing Agreements.
- Knowledge of the principles of the *United Nations Declaration on the Rights of Indigenous Peoples* and the *Truth and Reconciliation Commission Report's* Calls to Action.
- An ability to integrate and manage the needs and expectations of internal and external stakeholders.

D. Leadership

- A highly effective leader who can engage a broad range of people in the pursuit of the organizational vision and goals.
- Visionary leadership with passion, motivation and high-energy.
- A strong team leader with a track record of attracting and managing a top calibre team.

- Able to maintain a course of action in the face of challenges; maintains a focus on the achievement of vision and goals.

E. Personal Characteristics

- A highly effective communicator and excellent listener; able to communicate effectively in a wide range of arenas.
- Strong relationship building and maintaining skills; able to inspire and motivate staff and others.
- Strong networker that thrives on developing meaningful relationships with others.
- Engaged, approachable and diplomatic; seen to be open and transparent.
- Works well with others to achieve common goals; collaborates rather than competes.
- Demonstrates a willingness to be flexible, versatile and tolerant in a changing work environment while maintaining effectiveness and efficiency.
- Unquestioned integrity; honest and straight forward.
- Organized, action-focused and goal-oriented. Proven ability to get things done and engenders this in staff and others.

POSITION DESCRIPTION

Position Title: Chief Executive Officer

Supervisor: Board of Directors

Position Scope / Impact of Error:

Accountable to the Board of Directors, the Chief Executive Officer participates as an integral member of the team and performs duties in accordance with the mandate and priorities of the First Nations Forestry Council (the “Forestry Council”).

Position Authority:

The Chief Executive Officer reports to the Board of Directors. The staff of the Forestry Council, both permanent and contractual, directly report to the Chief Executive Officer.

Position Overview:

Reporting to, and working closely with, the Board of Directors the Chief Executive Officer will bring a combination of executive and resource management skills and expertise. Possessing a strong understanding of the issues and First Nations liaising expertise, the successful candidate will lead and direct the implementation of the First Nations Forestry Strategy reflecting the strategic priorities of First Nations in BC. The Chief Executive Officer will provide leadership and direction to both permanent and contractual Forestry Council staff, safeguard the financial integrity of the organization, and manage active communication channels between the Forestry Council, its members, its patron organizations, and the government.

The CEO builds on a solid foundation, fulfilling responsibility for all aspects of management and administration including staffing, budgeting, resource development and allocation and project and program development and delivery. The position requires exceptional leadership, communication and negotiating skills, and be highly skilled in building relationships and influencing regulatory and legislative changes.

The CEO positively and effectively form strong working relations with senior provincial officials, Indigenous communities, forest industry leaders and influence and inform relevant public policies in a balanced approach of advocating for the Council and First Nations forestry priorities.

Specific Accountabilities:

- Manage the implementation of a BC First Nations Forestry Strategy and Action Plan reflecting the strategic priorities of BC First Nations.
- Provide leadership and direction to Forestry Council staff while ensuring accountability through effective performance measurement processes.

- Safeguard the integrity of the Forestry Council by establishing monitoring and reporting procedures for all direct and flow through funding.
- Maintain active communication channels between the Forestry Council, its members, its patron organizations and governments, particularly Government of BC forestry- and land-related public policies and regulation.
- Develop and implement financial policies and practices.
- Prepare annual budgets and workplans for the Forestry Council.
- Plan and direct the preparation and reporting of financial information.

Knowledge, Experience, Skills & Abilities:

- Post-secondary designation in forestry and demonstrated Indigenous business, public administration or resource management combined with extensive participation in management development programs.
- Demonstrated experience in successfully managing a First Nations enterprise, department or organization with equivalent budget and staff direction responsibilities.
- Experience-based understanding of the complex challenges facing First Nations in natural resource development.
- Experienced-based understanding of community decision processes among First Nations including a broad knowledge of the diverse cultural values.
- Superior interpersonal and influencing skills in the Forestry Council's internal and external environments.
- Sound knowledge of the nature of intergovernmental relationships among First Nations communities, their Indigenous political organizations, the Provincial and Federal Governments.
- Above average communication skills and presence to convey a clear message through writing, presentations and public appearances.
- Results-oriented management style providing leadership through example.
- The diplomacy and judgment to work within a volunteer structure while maintaining positive, mutually respectful relationships with entities ranging from small First Nations communities to large sophisticated, political and business organizations.

Special Requirements

On occasion, travel within BC will be required, particularly between the Forestry Council office and First Nations and to meetings in Vancouver and regional centres.

The position is based in Nanaimo.

Signature of Employee

Date

Signature of Supervisor

Date

POSITION POSTING

POSITION: Chief Executive Officer

NUMBER OF POSITIONS: 1 position

POSITION LOCATION:

- Nanaimo (and possible part-time remote work)

ABOUT THE FIRST NATIONS FORESTRY COUNCIL:

In spring 2006, the First Nations Forestry Society incorporated as a not-for-profit society in British Columbia to conduct its business in support of First Nations in BC participating and engaging in forestry related issues.

The First Nations Forestry Council (the “Forestry Council”) is governed by a Board of Directors comprised of up to four Directors: One Director appointed by each of the founding members (the First Nations Summit, the Union of BC Indian Chiefs and the BC Assembly of First Nations); and one Director elected by the Forest Tenure Members. The Forestry Council is politically accountable to the First Nations Leadership Council and the First Nations of BC.

A key priority for the Forestry Council is the BC First Nations Forestry Strategy. It is a strategic document intended to provide long-term direction and to influence/inform Government of BC forestry and land policies.

Another of the Forestry Council’s strategic priorities is the implementation of its recently developed BC First Nations Forestry Workforce Strategy to support the increased participation and success in the forest sector by First Nations members through education, training and employment initiatives.

ABOUT THE OPPORTUNITY:

The Forestry Council is seeking its next CEO to lead the organization. Reporting to the Board of Directors, the CEO will: support BC First Nations in realizing their forestry development and employment potential; develop and implement strategies and policies; manage Forestry Council resources; ensure effective and efficient operations and build strong and supportive relationships with funders, partners and stakeholders. The incoming CEO will build on a solid foundation, assuming responsibility for all aspects of management and administration including staffing, budgeting, resource development and allocation and project and program development and delivery.

The preferred candidate will be a seasoned senior leader with experience providing strategic leadership in a similar environment. Ideally the candidate will bring: forestry-specific experience; experience in working in and with First Nations communities; knowledge of and experience in working within BC Government forestry regulation, legislation and protocols; an understanding of First Nations rights and title and how they apply to forestry opportunities and management; and experience in working in and/or with BC forest sector companies. In addition, the ideal candidate will have exceptional leadership, communication and negotiating skills, and be highly skilled in building relationships and influencing regulatory and legislative changes.

It will be essential that the preferred candidate can, on behalf of the Forestry Council Board, positively and effectively form strong working relations with senior provincial officials, Indigenous communities, forest industry leaders and influence and inform relevant public policies in a balanced approach of advocating for the Council and First Nations forestry priorities.

This is a unique opportunity to play an instrumental role in the implementation of a First Nations Forestry Strategy that strengthens the government-to-government relationship, supports increased shared decision-making and the implementation of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) principles, the Truth and Reconciliation Commission's (TRC) Calls to Action, the Supreme Court of Canada's *Tsilhqot'in* Decision and the BC Government's *Declaration on the Rights of Indigenous Peoples Act* and Action Plan.

SPECIFIC ACCOUNTABILITIES:

- Manage the implementation of a BC First Nations Forestry Strategy and Action Plan reflecting the strategic priorities of BC First Nations.
- Provide leadership and direction to Forestry Council staff while ensuring accountability through effective performance measurement processes.
- Safeguard the integrity of FNFC by establishing monitoring and reporting procedures for all direct and flow through funding.
- Maintain active communication channels between the Forestry Council, its members, its patron organizations and governments, particularly Government of BC forestry- and land-related public policies and regulation.
- Develop and implement financial policies and practices.
- Prepare annual budgets and workplans for the Forestry Council.
- Plan and direct the preparation and reporting of financial information.

EDUCATION, KNOWLEDGE, SKILLS AND ABILITIES

- Post-secondary designation in forestry and demonstrated Indigenous business, public administration or resource management combined with extensive participation in management development programs.
- Demonstrated experience in successfully managing a First Nations enterprise, department or organization with equivalent budget and staff direction responsibilities.
- Experience-based understanding of the complex challenges facing First Nations in the area of natural resource development.
- Experienced-based understanding of community decision processes among First Nations including a broad knowledge of the diverse cultural values.
- Superior interpersonal and influencing skills in the Forestry Council's internal and external environments
- Sound knowledge of the nature of intergovernmental relationships among First Nations communities, their Indigenous political organizations, the Provincial and Federal Governments.
- Above average communication skills and presence to convey a clear message through writing, presentations and public appearances.
- Results-oriented management style providing leadership through example.
- The diplomacy and judgment to work within a volunteer structure while maintaining positive, mutually respectful relationships with entities ranging from small First Nations communities to large sophisticated, political and business organizations.

SPECIAL REQUIREMENTS:

On occasion, travel within BC will be required, particularly between the Forestry Council office and First Nations and to meetings in Vancouver and regional centres.

Location: Nanaimo Office – 669 Centre Street, Nanaimo, BC V9R 4Z5 | Phone: 604.971.3448

A competitive compensation package is offered for this exciting and challenging position. We are interested in candidates who will be attracted to working in a dynamic and progressive First Nations non-profit organization.

The Forestry Council is committed to diversity and an inclusive workplace. We recruit the best-qualified candidates based on skills, experience as qualifications required for the position. If two or more candidates are deemed to be equal in terms of these requirements, preference will be given to the candidate of Indigenous ancestry. As a result, Indigenous applicants can choose to self-identify.

****A Search Executive Brief is available upon request****

How to Apply:

Please submit questions and/or your CV and cover letter **via email only** to:
kjothen@humancapitalstrategies.ca

For More Information, Contact:

Kerry Jothen, Principal
Human Capital Strategies
250-213-9231
kjothen@humancapitalstrategies.ca

Only those being considered for the role will be contacted, thank you.