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Opportunity

## Chief Executive Officer

**Skwlāx Group Ltd.**



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## ABOUT US

Skwlāx te Secwepemcúlcw (SteS) is a community with a clear and ambitious goal: to become a self-reliant and culturally rich community that creates economic opportunity and sustainable development strategies for all its members.

Their approach is guided by a deep respect for their heritage and a vision for a balanced and productive future.

Over the years, Skwlāx te Secwepemcúlcw has proven its ability to drive economic growth and development in the region through successful initiatives in recreation, construction, resource development, and hospitality. These achievements are a testament to their commitment to progress and the vision of a prosperous and vibrant community.

Looking ahead, Skwlāx te Secwepemcúlcw remains focused on creating lasting impacts for all their members while remaining true to their cultural roots and traditions. Their dedication to sustainable economic development and a balanced future will inspire many and drive positive change in the region.

## Our Traditional Territory

Skwlāx te Secwepemcúlcw, renowned for their exceptional stewardship of the land, is dedicated to the protection and enforcement of rules and regulations within their traditional territory.

Nestled within the esteemed "World's Richest 300 acres," Skwlāx te Secwepemcúlcw's connection to the Adams River Salmon Society has played a pivotal role in this distinction. The significance of the World's Richest 300 Acres lies in its role as the spawning ground and egg-laying site for salmon within SteS's Traditional Territory.

Each year, a dominant salmon run occurs in SteS Traditional Territory, with a particularly grand spectacle transpiring every four years, captivating audiences from around the globe during the Salute to the Sockeye celebration.

Tsutswecw Park, formerly known as Roderick Haig Brown Park, has become the esteemed venue for this celebration, co-hosted by BC Parks. This event showcases the largest Sockeye Salmon run in North America and serves as a testament to the unique nature of the Scotch Creek Salmon Run—one of the region's few remaining early Sockeye runs.

Through collaborative efforts with Skwlāx te Secwepemcúlcw, the Province and BC Parks are united in their unwavering commitment to preserving the natural and cultural integrity of the area. This joint endeavor ensures that future generations can continue to cherish and appreciate this land for years to come.

## Our Services

At Skwlāx Group Ltd., we're proud to be aligned with the strategic business and social initiatives of Skwlāx te Secwepemcúlcw. To support these initiatives, we offer a wide range of services essential to driving economic growth and development in the region.

Our services include Forestry, Environmental Services, Civil and Infrastructure Services, Industrial and Mining Services, Capacity Support and Management Services, and Construction.

Each service is critical in helping Skwlāx te Secwepemcúlcw achieve its goals and



build a brighter future for its members. At the heart of our approach is a commitment to collaboration and partnership.

By working closely with Skwlāx te Secwepemcúlecw and other key stakeholders, we can create customized solutions tailored to the region's unique needs and challenges. This approach ensures that our services are effective and efficient and ultimately helps create a more prosperous and sustainable community.

The purpose of Skwlāx Group Ltd., is to engage in activities for the benefit of Skwlāx te Secwepemcúlecw and our goal is to:

- Develop, grow, and maintain a healthy and strong Skwlāx economy that aligns with Nation values.
- Contribute to the pride and well-being of the Nation.
- Build sustainably viable businesses that generate wealth and create prosperity through economic opportunities (jobs, entrepreneurship).

## Our Story

Skwlāx te Secwepemcúlecw (SteS) is more than just a community - it's a vital part of the Secwepemc (Shuswap) Nation, spanning over 7,000 acres of reserve land in the Central Interior region of British Columbia, Canada.

At the heart of it all is our main reserve in Chase, British Columbia, nestled on the picturesque shores of Little Shuswap Lake and known as Quaaout. Here, we've built a close-knit, supportive community that honours our heritage and culture while embracing progress and innovation.

From our stunning natural surroundings to our rich history and traditions, Skwlāx te Secwepemcúlecw is like no other. We're proud to call it home and invite everyone to experience it for themselves.

## Our Mission

In pursuit of our Vision, and in 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.

## Our Vision

The Skwlāx te Secwepemcúlcw has a unique vision and drive in its economic development.

The creation of Quaaout Lodge, Talking Rock Golf, and Le7ka Spa has helped promote Secwepemc culture, and allowed the Little Shuswap to develop world-class accommodation and leisure activities. The Band has not only led the way in tourism within the Shuswap, but it has also led the way in economic development.

The Skwlāx te Secwepemcúlcw goes every step of the way to dispel the stereotype of what an Indian Reserve looks like, or any perceived lifestyle of reserve living.

## POSITION SUMMARY: CHIEF EXECUTIVE OFFICER

The CEO, who directly reports to the Board of Directors, will hold responsibility for developing and carrying out the strategic plan for Skwlāx Group Ltd. as well as overseeing the operations of all other related limited partnerships and other companies that fall under the purview of Skwlāx Group Ltd.

The CEO's primary responsibility is to oversee the operating businesses. The CEO will hold responsibility for implementing strategic plans and business initiatives while working in Skwlāx Group Ltd.'s best interests. The CEO will collaborate with the Board of Directors to develop and explain the organization's mission, goals, operational principles, and strategic activities.



The far-reaching, intricate actions and decisions made in this role will greatly affect the economic development efforts of Skwlāx Group Ltd, including its commercial activities, revenue, and prospects for the community and its citizens in the future.

As the most senior management role at Skwlāx Group Ltd., this role oversees the general management and operation of the company, which includes:

- Managing the Skwlāx Group Ltd.'s Business interests and its Limited Partnerships' daily activities.
- Interacting with the Nations and its partners honestly and sincerely.
- Creating feasibility studies to find business prospects and, if practical, launch new ventures.
- In accordance with Skwlāx Group Ltd.'s mandate, overseeing the planning, design, and implementation of projects and programs; assigning business unit managers reporting requirements; and delivering periodic reports to the Board of Directors and the Chief and Council.
- Developing annual budgets including related operating and construction budgets.
- Contributing to discussions regarding potential opportunities for economic development.
- Arranging bank accounts and loans to support the business goals that have been approved by the Board.
- Making recommendations on the Corporation's borrowing needs and cash reserves.
- Recommending and retaining timely expert guidance from certified human resources, legal, or accounting professionals to assure due diligence and to meet the requirements of directors' and offices' liability insurance.
- Upholding confidentiality about all government and business matters pertaining to First Nations people.
- Developing and implementing operational norms and procedures; analyzing the market and identifying opportunities in line with Skwlāx Group Ltd.'s goals; and using marketing and communications to advance business development



## KEY RESPONSIBILITIES:

### Strategy Development, Planning and Reporting

- Formulate and update the business plan and strategic goals, policies, and procedures for Skwlāx Group Ltd., and present to the Board for input, consideration and decision.
- Establish strong strategic and annual planning processes to produce effective budgets and plans for Board approval.
- Seek and develop opportunities for

Skwlāx Group Ltd., to realize the full potential of its mission as set out in the strategic plan.

- Conduct and/or commission feasibility studies for new economic development activity opportunities and present them to the Board for consideration and decision.
- Ensure all financial and non-financial reporting requirements for Skwlāx Group Ltd., and its' businesses are met on a timely and accurate basis.
- Provide comprehensive and transparent performance and other reports to the Board on a quarterly basis and otherwise at the request of the Board.
- Implement decisions of the Board in accordance with the strategic plan.

### Management and Interpersonal Skills

- Develop and maintain effective strategic relationships and networks with key stakeholders, including community shareholders, government agencies, business owners, contractors, customers, potential customers, partners, suppliers, residents and the broader community in relation to their interests in Skwlāx Group Ltd.
- Ensure transitional evolution between Skwlāx administration and Skwlāx Group Ltd. concerning asset management, lands management, and related matters.
- Examine and recommend, where appropriate, creative partnerships with private and public entities in support of projects that will assist Skwlāx Group Ltd. in fulfilling its mission and objectives.
- Promote the profile of Skwlāx Group Ltd.'s businesses as respected, professionally run business organizations.

## Operational and Leadership Management

- Ensure Skwlāx Group Ltd.'s and the Businesses comply with all applicable federal and provincial laws and regulations, the laws and policies of Skwlāx Nation and the internal policies of Skwlāx Group Ltd.
- Provide professional advice and recommendations to the Skwlāx Group Ltd.'s Board.
- Obtain external professional advice as required to meet due diligence requirements and protect the interests of Skwlāx Group Ltd.
- Ensure the scheduling and coordination of Board meetings, Board agendas, information, reports and keeping of minutes occurs in a timely and professional manner.
- Prepare an annual performance management plan for consideration by the Board.
- Analyze and prepare reports, present information and recommendations, and ensure timely completion of all activities within the mandate of Skwlāx Group Ltd.
- Implement Board decisions efficiently and effectively.
- Ensure the day-to-day operations of Skwlāx Group Ltd. are effectively and efficiently coordinated, implemented and conducted within the policy and procedure framework approved by the Board.
- Implement stringent project management processes to ensure the timely, cost-effective and profitable development and completion of projects.
- Foster effective working relationships with the Chair and the Board of Directors.
- Ensure the development and implementation of equitable personnel policies to attract and retain high calibre employees while using Skwlāx Group Ltd.'s resources effectively.
- Determine limitations of authority for Skwlāx Group Ltd.'s employees covering expenditures, contracts, personnel actions, etc.
- Establish policies and procedures for Board approval in relation to consultants and contractors being retained by Skwlāx Group Ltd. and the businesses and exercise appropriate controls to ensure that their use is managed cost-effectively.

## Staff and Contractor Management and Leadership

- Build and maintain a high-performance culture through effective performance management, training and communication consistent with Skwlāx Group Ltd.'s mission.
- Recruit and hire appropriately skilled employees and contractors as required and establish appropriate remuneration levels and performance-based conditions within the framework approved by the Board.

- Conduct all human resources matters, including performance management plans and reviews, salary and benefit changes, promotions, progressive discipline and dismissals as appropriate within the authority of the position as established by the Board.
- Perform other similar responsibilities to ensure the effective day-to-day operation of Skwlāx Group Ltd.

## Analytical and Financial Management

- Prepare and present an annual budget to the Board for approval, complete with all supporting background information and documentation.
- Establish financial controls in relation to undertaking and monitoring the activities of Skwlāx Group Ltd., against the approved budget and provide monthly (or more frequently, as necessary) reports to the Board on Skwlāx Group Ltd.'s performance against the approved budget, including reasons for positive and negative variances.
- Recommend the amount of surplus cash and borrowing requirements for Skwlāx Group Ltd., and arrange borrowing to support the strategic plan, subject to approval by the Board.

## REQUIRED EDUCATION, TRAINING AND CERTIFICATIONS

- Ideally a bachelor's degree in economics, commerce, business administration or public administration, or relatable field.
- Certification as a certified economic developer (Ec.D.) may be required.
- Certification as a Certified Marketing Research Professional (CMRP) may be required.



## PREFERENCES

- Ability to work and make decisions independently while respecting the authority of a Board of Directors.
- Demonstrated track record of operating for-profit enterprises.
- Superior financial and risk management skills, including knowledge of basic financial statements and key financial performance indicators and ability to interpret risk and return trade-offs.
- Exemplary people management skills, including leadership, coaching, and team building.
- Marketing and product management experience, including a demonstrated ability to understand market conditions of supply and demand.
- Experience working within First Nations communities and organizations.
- Knowledge of First Nations language and culture is an asset.
- Knowledge of and experience in natural resources and exploration preferable, particularly with respect to regulatory and macro-economic policies, Aboriginal title and rights, and their impact on business.
- Clean criminal background check.
- Knowledge of and experience in performance management and reporting (financial and non-financial).
- Experience reporting to a Board of Directors.
- Experience working with legal and accounting advisors to protect corporate assets against unnecessary risk.
- Ability to lead the development of corporate policies and initiatives to promote and ensure sustained and profitable business enterprises and positive working environments.
- Strong communication and interpersonal skills.
- Strong negotiation skills; for example, joint venture arrangements with other businesses.
- Analytical skills; ability to recognize complexities and subtleties in issues.
- Well-respected business leader capable of building profitable enterprises while respecting the cultural traditions of Skwlāx First Nation's people.
- Entrepreneurial.
- Innovative.
- Respected image and profile in the business and First Nations community.
- Good judgment.
- Respect for others.
- Honesty and integrity.



## WORKING CONDITIONS

- Work is performed in Chase, British Columbia, in an office setting.
- Current and valid driver's license and requires access to a vehicle for business purposes.
- May be required to travel throughout the province in all weather conditions.

## HOW TO APPLY

We value diversity and are committed to creating an inclusive environment. We encourage people of all backgrounds, identities, and experiences to apply.

Qualified candidates seeking a rewarding career opportunity are invited to submit their resume electronically and in confidence, quoting assignment SkwlāxCEO to:  
[grantsmith@waterhousesearch.com](mailto:grantsmith@waterhousesearch.com).

For more information, please contact Grant Smith at (604) 806-7715. To learn more, please visit <https://Skwlāx Resource Management.org/>.

We sincerely thank all candidates for their interest; however, only those selected for an interview will be contacted.