



Position Title: Program Manager, Indigenous Relations

Position Status: Full-Time Regular

Department: Legal Services & Indigenous Relations

Employee Group: Exempt

Location: 4515 Central Boulevard, Burnaby

Salary Range/ Wage Rate: Professional / Technical, Level P4A (\$145,679.67 - \$171,441.25 annually) (2024 wage rates)

The Metro Vancouver Indigenous Relations Department is seeking a Program Manager - Indigenous Relations. The Program Manager will lead a team of experts, develop excellent internal and external relations, lead the development of policy and strategies on a range of issues related to Metro Vancouver's relationships with First Nations, and contribute to strategic advice to senior officials at Metro Vancouver to support relationship-building with Indigenous peoples.

You have experienced success in improving relationships between government entities and Indigenous communities; you are adept at seeing all sides of an issue and thus approach policy development in a thoughtful and thorough manner; you are confident making and justifying policy recommendations on complex issues; you are diplomatic and persuasive in providing advice; and you are a supportive manager of technical experts.

The Program Manager, Indigenous Relations, reports to the Director, Indigenous Relations, and falls within our Professional / Technical, Level 4 job family.

This role:

- Provides strategic direction, leadership, expertise, and support to both corporate and project teams to create and maintain a climate of commitment to relationships with Indigenous groups - with a cross-project and long-term perspective.
- Facilitates and/or develops and implements effective cross-project collaboration strategies and plans (e.g., risk management) to proactively address a range of opportunities, issues, and project challenges. Develops policy and guidance products in this regard.
- Establishes, negotiates and leads development of strategic Indigenous engagement plans, capacity and other funding, project impact assessments and accommodation agreements, which outline the ways in which Metro

Vancouver will support long-term relationship building with Indigenous Nations associated with existing and future major projects.

- Manages the collaborative engagement process for projects (e.g. regional parks, linear infrastructure, and major capital projects) as well as for management plans that support the organization's mandate, and establishes/improves and provides for consistent, long-term relationships associated with existing and future major projects.
- Facilitates communication between project teams, project leadership, and the corporate executive.
- Leads the development of best practices for risk management, including tools, processes, and policies.
- Supports future procurement efforts with project teams.
- Remains current about relevant legislative changes and ensures they are communicated and implemented.
- Develops and maintains effective working relationships with each of the First Nations in the Metro Vancouver region.
- Provides input on recommendations to Metro Vancouver's Senior Management Team on policies and procedures related to Metro Vancouver's relationship with local First Nations.
- Develops and articulates innovative approaches for strengthening Metro Vancouver's relationships with local First Nations.
- Develops, delivers, and promotes staff learning and development, including training on Metro Vancouver policies, plans and processes, for Metro Vancouver employees.
- Facilitates learning opportunities for Metro Vancouver staff that promote cultural competency, such as the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Aboriginal rights, Indigenous law, Aboriginal-Crown relations.
- Assists the Director, Indigenous Relations, with preparation of reports for, and presentations to, Metro Vancouver's Indigenous Relations Committee and, as needed, other Committees including staff-led advisory committees.
- Assists with the Indigenous Relations program's budget preparation. Monitors and controls spending to ensure the effective and efficient expenditure of allocated funds within the approved budget.
- Collaborates with Metro Vancouver's Community Engagement Program Managers to share information, economize resources, and establish and maintain consistent standards, systems and processes. Works cooperatively with the Program Managers to ensure the delivery of effective, timely and consistent corporate messaging.
- Hires and supervises a team of experts; directs and develops staff monitoring performance towards division, department and corporate objectives; ensures adherence to collective agreements and corporate policies and provides feedback regarding development and performance expectations.
- Supports negotiating legal agreements between Metro Vancouver and local First Nations.

- Establishes effective working relationships with internal departments and external parties, such as First Nations, local governments, other orders of government and their representative agencies, and facilitates high profile engagement activities as a representative of Metro Vancouver. Upholds Metro Vancouver's reputation through positive and forthright dealings and anticipates reactions and outcomes allowing for the preparation of responses to inquiries.
- Performs other related duties as required.

To be successful, you have:

- 10 years of recent, related experience supplemented by a university degree in Political Studies, Anthropology, Sociology, or Law; or an equivalent combination of training and experience.
- Significant experience in government-Indigenous interaction and demonstrated ability to effectively engage with Indigenous peoples. Experience in the lower mainland of British Columbia is an asset.
- Thorough knowledge of regional, provincial, and federal programs, policies, and procedures applicable to Indigenous issues and interests in British Columbia.
- Significant and demonstrated knowledge of the British Columbia Treaty Commission modern treaty process, the Declaration on the Rights of Indigenous Peoples Act and its associated Action Plan, the Truth and Reconciliation Commission Calls to Action, and other foundational documents on Indigenous Relations in British Columbia.
- Superior written and oral communication skills, well developed public speaking, including the ability to effectively listen, persuade others, and resolve complex problems using a high degree of independent judgment. Superior business writing skills including the ability to develop content for meeting agendas.
- Ability to handle politically charged situations adeptly and smoothly. Proven ability to use judgment to resolve complex problems; ability to develop new procedures and plans to address problems considering the long-term implications of decisions and actions.
- Ability to build and maintain effective working relationships with internal and external contacts, including First Nations, under circumstances that may be political and sensitive. Skill in dealing openly, tactfully and sensitively in a variety of situations including dealings with First Nations, the public, member municipalities, government agencies and contractors. Ability to establish clear expectations and effectively resolve differences; strong ability to prevent the escalation of conflict. Advanced understanding of change management principles and practices.
- Ability to manage a complex portfolio of work while establishing ambitious and challenging goals; demonstrates persistence in overcoming obstacles.
- Exceptional attention to detail and demonstrated flexibility to adjust to changing circumstances.
- Sound budgeting and financial management skills. Ability to monitor budget, meet financial objectives and ensure the effective and efficient expenditure of allocated funds.
- Sound ability to supervise, coach and guide others while enhancing individual and team effectiveness. Ability to mentor and foster the development of direct reports. Seeks to include staff in decisions that will impact them; works cooperatively to resolve differences of opinion.
- Proficiency using Microsoft Office programs including Word, Excel, Outlook and PowerPoint.

- Valid BC Class 5 Driver's License.

Our Vision:

Metro Vancouver embraces collaboration and innovation in providing sustainable regional services that contribute to a livable and resilient region and a healthy natural environment for current and future generations.

Metro Vancouver employees proudly serve the region and demonstrate the behaviours and attributes of six leadership competencies: Accountability, Adaptability, Building and Nurturing Relationships, Communication, Continuous Learning, and Strategic Thinking and Action.

At Metro Vancouver, we are committed to cultivating a diverse, safe, equitable, and inclusive work environment for all. We strive to attract and retain a talented, diverse workforce that is reflective of the region we serve. If an accommodation is required during the recruitment and selection process, please contact careers@metrovancover.org for support. Learn more about our commitments to diversity, equity, and inclusion [here](#).

Please follow this link <https://metrovancover.org/about-us/careers> to our Careers page where you can submit your application by February 4, 2026.