



Ka:'yu:'k't'h'/Che:k'tles7et'h' First Nations Government

Director of Community Services (DCS) – Temporary Position

Ka:'yu:'k't'h'/Che:k'tles7et'h' First Nations (KCFN) is seeking an experienced and collaborative leader to join our senior leadership team as our **Director of Community Services**.

This is a **6 month temporary full-time** coverage position while our current Director is away on leave. It offers an opportunity to lead a well-established department, support meaningful community programs, and make an immediate impact. Depending on operational needs, there may be an opportunity for the term to be extended.

At KCFN, you'll join a supportive leadership team committed to strengthening programs and services for our citizens. You'll work in a collaborative environment where your leadership will help ensure continuity of essential services while supporting the health and well-being of the community.

Duties/Tasks/Responsibilities:

- Provide leadership and oversight to Community Services programs and staff for community health (physical and mental), social development, and family service programs
- Support program planning, budgeting, reporting, and service delivery
- Lead, mentor, and support managers and employees
- Build collaborative relationships with community members, partner organizations, and government agencies
- Support grant administration, strategic planning, and continuous program improvement
- Promote a safe, respectful, and culturally responsive workplace

Requirements:

- Degree in Social Work, Community Services, Public Health, Psychology, Management, or a related field (or an equivalent combination of education and experience)
- Experience leading teams and managing community or social service programs
- Strong leadership, communication, organizational, and relationship-building skills
- Experience working with First Nations communities and an understanding of Nuu-chah-nulth culture is considered a strong asset
- Experience with budgeting, reporting, and program administration is an asset
- Valid Class 5 Driver's License and reliable vehicle
- Willingness to travel between Campbell River and Hupsitas, including occasional overnight stays
- Ability to obtain an Enhanced Police Information Check
- Commitment to maintaining confidentiality and complying with all applicable health and safety requirements

Madelyn Mason, HR Advisor

Human Resources Dept, 1250-C Ironwood Street, Campbell River, BC, V9W 6H5

www.kyuquotbc.ca

Tel: 250-287-2775

DATE POSTED: October 6, 2026

START DATE: ASAP

STATUS: 6 month Full-Time, Temporary

CLOSING DATE & TIME: Open until filled

WAGE: \$110,000 – \$120,000 per year

BASED OUT OF: Campbell River and Hupsitas

TO APPLY: E-mail cover letter & resume to: *Madelyn Mason, HR Advisor*, at madelynm@kcfirstnations.com citing “DCS” in the subject heading of your e-mail.

In accordance with the Canadian Human Rights Act, preference may be given to Indigenous applicants.

We thank all those who apply, however only those shortlisted will be contacted for interviews.