



BC FIRST NATIONS
JUSTICE COUNCIL

Job Description – Elders & Knowledge Keepers Council

Job Title: EKKC Member

Reporting: Reports to the Justice Council, and CEO. Working in collaboration with Elder Liaison

Location: British Columbia

Office type: Remote with occasional travel for BCFNJC EKKC Gatherings and Justice Forum

Pay Range: EKKC Members will be remunerated in accordance with BCFNJC's Honouraria Policy.

About BCFNJC:

Empowered by the First Nations Leadership Council and in partnership with the provincial and federal governments, the BC First Nations Justice Council (BCFNJC) is responsible to 204 First Nations in BC. Our mandate is to reduce the overrepresentation of Indigenous peoples in the criminal justice system and the child protection system, and to support First Nations as they move to sovereignty over justice.

The BCFNJC is growing rapidly. Indigenous people in BC deserve world-class legal services and programs. To this end, we are seeking Elders and Knowledge Keepers who share our vision, understand the gravity of the work, are excited by the opportunity and will not stop until we reach our goal. We take our mandate

BC First Nations Justice Council

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seriously but also strive for a balanced, caring work environment that is respectful and supportive.

Strategy 21 – The Elders and Knowledge Keepers Council (EKKC)

Strategy 21 mandates BCFNJC to *“establish roles for Elders and Knowledge Keepers across BC to help ensure cultural competency and appropriateness, support for First Nations community-based justice programming and the work of First Nations Justice Centres”*.

Strategy 21, Line of Action ‘A’ requires the BCFNJC *“to establish an Elders and Knowledge Keepers Council to provide advice on all aspects of the implementation of the Strategy.”*

About the EKKC

The BCFNJC invites applications and nominations from passionate Indigenous individuals, including Two-Spirit+ and gender diverse community members, deeply rooted in First Nations traditions and wisdom. As a member of the EKKC you will champion the values of Indigenous legal traditions, inclusivity, cultural preservation, and the revitalization of Indigenous Legal Orders.

Regional Representation:

We prioritize equal regional representation, valuing diverse voices and perspectives across British Columbia. To ensure the EKKC accurately represents the cultural and geographical diversity present in British Columbia, successful applicants must reside within their respective regions at the time of application or nomination to ensure an authentic understanding of the daily realities within their communities.

EKKC Composition:

The EKKC is composed of fifteen (15) Members:

- Thirteen (13) Members shall be individuals recognized as members of First Nations in British Columbia, ensuring local representation from the Interior (3), Northern (3), Fraser (2), Vancouver Coastal (2) and Vancouver Island (2) Regions.
- Where possible, two (2) Members shall be selected from recognized Indigenous communities outside of British Columbia. This inclusion is intended to bring an external perspective to the EKKC, aligning with the BCFNJC's commitment to serving visiting Indigenous peoples from across Canada.
- For greater certainty and where possible, the EKKC shall strive to fill the two (2) visiting Indigenous Member seats with one (1) Member from a recognized Inuit community and one (1) Member from a recognized Michif or Métis community to ensure a comprehensive representation of Indigenous diversity.
- We also invite and encourage Two-Spirit+ and gender diverse individuals within our communities to apply for EKKC membership.

Term of Office:

Members of the EKKC will be appointed for a Term of three (3) years with the option for renewal with the endorsement of the Justice Council.

POSITION SUMMARY:

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The EKKC represents a body of Elders and Knowledge Keepers responsible for providing advice on all aspects of the BCFNJC's work and implementation of the BC First Nations Justice Strategy. This includes but is not limited to internal cultural practices and grounding, human resources practices and hiring, technical support, and external interactions with communities and partners.

Each EKKC member is responsible for a portfolio related to the BCFNJC's work. The portfolios will be allocated according to each member's background, experience, and interest.

Job Duties and Responsibilities:

- Participate actively in regular EKKC meetings;
- Provide advice on all aspects of the BCFNJC's work and implementation of the BC First Nations Justice Strategy;
- Ensure cultural competency and appropriateness across the BCFNJC;
- Provide guidance and support for all engagements undertaken by the BCFNJC with BC First Nations;
- Act as ambassadors of the BCFNJC;
- Share cultural teachings and guidance as appropriate;
- Engage in collaborative planning when applicable;
- Provide opportunities for cultural connection work;
- Work collaboratively with the Staff and Elder Liaison to build strong and respectful community relationships;
- Contribute to the development of a strategic workplan for Strategy 21 implementation; and
- Perform other related duties as required.

Qualifications & Work Experience:

Qualifications:

- Recognition by an Indigenous community or communities as an Elder or Knowledge Keeper;
- Knowledge of local First Nations, cultures, customs, traditions, protocols, and daily realities;
- Knowledge of the colonial justice system and social services and how those systems interact with Indigenous justice systems and legal traditions;
- Demonstrated understanding of cultural safety and trauma-informed practice and/or willingness to take trauma-informed training;
- Passion for self-determination and the revitalization of Indigenous legal traditions;
- Proven ability to engage people to build trust and rapport;
- Knowledge and use of culturally appropriate conflict resolution practices; and
- Proven understanding of colonialism, oppression, and its impacts.

Work Experience & Skills:

- Work experience and/or formal education in the colonial justice system and/or social services;
- Experience in leadership positions (Traditional, Political, Business, Social Justice, or Community);
- Experience with or commitment to working collaboratively with external partners, government, and/or service providers;
- Good time management, organizational, interpersonal, stress management and communication skills;
- Excellent verbal and listening communication skills;
- Excellent advocacy skills and an understanding of when it is appropriate to use them;
- Understanding of and respect for diversity among our community members and the importance of inclusivity, including Two-Spirit+ and gender diverse individuals;

- Basic understanding and ability to: participate in video conferencing meetings, access the internet, use email, Microsoft Word, PowerPoint, and Adobe PDFs; and
- Confidentiality and professionalism regarding sensitive information is essential. Breaches of confidentiality will be grounds for immediate removal from the EKKC.

Nomination and Application Processes:

Nomination by First Nation:

- BC First Nations and Indigenous partner communities may submit nominations based on the EKKC Wisdom Matrix, regional representation, and specific knowledge requirements for the open positions. The nominations must include a letter outlining the reasons why the Elder or Knowledge Keeper is an ideal candidate for the EKKC, proof that the candidate accepts the nomination, and items b, c, and d below.

Application by Candidate:

- a. Letter of Intent:** To express interest in an opening, each candidate must submit a letter of intention, along with details about the First Nation or Indigenous community that claims them as a member.
- b. References:** Candidates are asked to provide the names of three (3) community references, including someone in the community's leadership.
- c. Wellness Plan:** Candidates are asked to provide a copy of their wellness plan that identifies measures for self-care

during their tenure. A customizable template is available for this purpose.

- d. Criminal Records Check:** Candidates for membership are required to undergo a Criminal Record Check as part of the application process. It is important to note that having a Criminal Record will not automatically disqualify a candidate from consideration unless their Criminal Record includes convictions for crimes against vulnerable populations. Our focus is on assessing the relevance of convictions to ensure the safety and well-being of our organization, its Members, and the populations we serve.
- e. Interview:** Following the closure of the call period, the Justice Council assumes responsibility for vetting candidates and the EKKC Member selection process. To make informed decisions, the Justice Council will consult with an Elders Panel composed by Elders already engaged with the BCFNJC.