



Songhees Nation

Executive Director

Opportunity Profile



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The Songhees Nation is a Lək̓ʷəŋən-speaking Coast Salish community whose families descend from the signatories of the Douglas Treaties of 1850. The Nation is guided by a long-standing tradition of consensus-based governance that continues today through advisory committees, focus groups, referendums, and an elected Chief and Council. With a population of just over 600 members, approximately half reside on Songhees Reserve 1A, a 60-hectare reserve located adjacent to Esquimalt and View Royal, while more than 1,500 tenants live within the community in diverse housing.

Songhees Nation is committed to achieving its community vision through good governance, the delivery of programs, and the pursuit of initiatives that benefit the Songhees People. Guided by values of unity, respect, honesty, courage, and care for one another, the Nation works to foster a healthy, self-reliant, and progressive community that honours tradition and culture while investing in future generations. Decision-making is grounded in accountability, collaboration, and a deep sense of responsibility to community members and residents alike.

The Nation is recognized nationally for leadership in self-government and strong financial management, including the development of its own laws and the achievement of Financial Management System Certification under the First Nations Fiscal Management Act. Songhees Nation is often called upon to share knowledge at regional and national gatherings and takes pride in its role as a self-governing First Nation with a focus on sound governance, long-term sustainability, and continuous learning.

Mission

Songhees Nation strives to achieve its Community Vision through good governance, program delivery, and project and initiative pursuits that benefit the Songhees People.

Goal

Eyē? Sq̓'lewen, with one heart and one mind, we commit to help one another, forgive one another and love one another with respect, honesty and courage.

Vision

A healthy, self-reliant, progressive community that honours tradition and culture and invests in future generations.



Joining Songhees Nation is an opportunity to contribute your leadership experience within a self-governing First Nation that places a strong emphasis on integrity, accountability, and sound decision-making. The Nation operates within a complex governance environment that values collaboration, policy leadership, and careful stewardship, offering senior leaders the chance to apply strategic thinking in a setting where governance and operations are closely connected to community priorities.

This role offers meaningful work alongside Chief and Council, staff, and community members who are committed to respectful relationships, strong financial management, and continuous improvement. Songhees Nation values leaders who listen, engage thoughtfully, and bring a service-oriented mindset to their work. This is an opportunity for experienced leaders to support long-term stability, learning, and sustainability in service of the Songhees People.

Work Environment

The work environment at Songhees Nation is in-person, collaborative, and closely connected to governance and community responsibilities. The Executive Director works alongside Chief and Council, senior management, staff, and community members through regular meetings and community engagement activities. Utilizing respectful communication across the organization, accountability and responsiveness guiding day-to-day operations. The role operates within a structured yet evolving First Nations governance environment, balancing strategic oversight, policy and law development, and operational leadership.

Team & Culture

The team culture at Songhees Nation is grounded in respect, integrity, and a strong sense of shared responsibility. Your leadership should be guided by collaboration, accountability, and service to community. Staff and leadership work together across departments with a focus on clear communication, listening, and consistency, supporting thoughtful decision-making within a consensus-based governance structure. The Nation values empathy, professionalism, and trust. We are seeking a leader who models these qualities while fostering teamwork, supporting staff development, and contributing to a respectful and inclusive workplace that reflects the values of the Songhees People.

What We Offer

The Songhees Nation offers competitive salary and total compensation for this role that has been set according to the key factors of skill, effort, accountability/responsibility, and the working conditions required for the Executive Director.

We recognize that total compensation is influenced by multiple factors, including employee performance, market competitiveness, and organizational performance. Its objective is to provide fair and equitable compensation while supporting organizational well-being through a welcoming workplace, flexible schedules, and an engaging team environment.

Here are additional benefits you will receive with us:

- Paid annual vacation
- Health and dental benefits
- Pension plan
- Cultural leave
- Opportunities for professional development

Position Summary



Reporting to Chief and Council, the Executive Director provides overall leadership and direction for the day-to-day administration and operations of Songhees Nation. The role is responsible for translating Council's strategic priorities into effective governance, operational oversight, and organizational stability. They will ensure accountability, legislative compliance, and strong working relationships across the organization and with external partners. Working closely with Chief and Council, the Executive Director plays a central role in supporting sound decision-making within a complex First Nations governance environment.

The Executive Director provides strategic advice and recommendations on community priorities and oversees the implementation of Council resolutions, policies, and laws across all operational areas. The role includes responsibility for governance processes, policy and law development, and maintaining awareness of legal responsibilities and organizational risk. Regular engagement with Chief and Council, committees, and senior management ensures alignment between strategic direction and day-to-day operations.

Financial stewardship and organizational management are core responsibilities of the role. The Executive Director works closely with the Senior Finance Officer to oversee financial planning, budgeting, monitoring, and reporting, ensuring strong financial management practices, accountability, and compliance. The role also leads human resource management, including performance reviews, and policy development. Coaching and mentoring their team to encourage high performance through trust and collaboration.

The role calls for a values-driven, collaborative leader who demonstrates integrity, respect, and compassion in service to the community. The Executive Director is expected to lead with consistency, accountability, and a learning mindset, by fostering trust and providing clear communication throughout the organization. This position requires strong strategic thinking, resilience, and the ability to balance leadership, advocacy, and operational responsibility in support of the long-term sustainability of Songhees Nation.

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Living in Victoria means living on the lands of the ləkʷəŋən People, known today as the Songhees and Esquimalt Nations. This area has been home to the ləkʷəŋən for thousands of years and remains deeply connected to their traditions, culture, and stewardship of the land and waters. Throughout the city and Inner Harbour, seven carved site markers, known as the Signs of ləkʷəŋən, mark places of cultural significance and invite residents to learn about the land, its history, and the spirit of the people who have lived here since the beginning.

Victoria is a compact, coastal capital city located at the southern tip of Vancouver Island, offering a small-city feel with access to regional amenities across the Capital Regional District (CRD). Today, the City of Victoria has a population of just shy of 94,000 and is the core downtown area of the CRD that is comprised of 13 different municipalities. The overall population of the CRD is over 400,000. Serviced by air and sea transportation links, Victoria and surrounding municipalities have experienced tremendous growth over the past few years.

While experiencing rapid growth, unlike many other cities, Victoria has succeeded in blending the “new” with the best of the “old” to retain much of its historic architecture and character, and the world has noticed with Victoria winning 1# Best Small City in the World by Conde Nast in 2023. Beautification of the Inner Harbour, development of public squares and continued refurbishment has made the Capital Region District one of the most desirable places to live in Canada. Most amenities and activities in the Greater Victoria region are within a 30-minute drive, although Victoria is known for its walkability and bike-friendly infrastructure.

Victoria’s mild climate supports green, mostly snow-free winters and enables outdoor activities year-round, contributing strongly to quality of life. Access to ocean and shoreline, parks, and extensive land and water-based recreation, including walking the Inner Harbour, spending time on the water or trails, and visiting traditional places marked by site carvings, creates a setting where residents experience a close connection between land, community, and culture. This balance of work and play supports a lifestyle where people and communities thrive, shaped by the region’s natural environment, history, and sense of place. Every year millions flock to visit the city and enjoy the natural beauty, and temperate climate.

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