



JOB DESCRIPTION

JOB TITLE	Director, Development Strategy
CLASSIFICATION LEVEL	Director
MINISTRY/DEPARTMENT	Ministry of Housing and Homelessness
REPORTS TO	Executive Director, Housing Strategy and Operational Integration
DATE CLASSIFIED	

POSITION SUMMARY

The Director of Development Strategy leads the strategic alignment of the Ministry’s Social Infrastructure branch's priorities, programs, and project pipeline with MNBC's Strategic Plan. This Director plans and cultivates a sustainable Social Infrastructure portfolio, encompassing site acquisition, planning, and collaboration with stakeholders and funders to establish partnerships and development phases. The Director develops, implements, and monitors comprehensive Strategic and Operational plans, including the Social Infrastructure and Facilities Master Plan while ensuring financial integrity, budget management, and accountability. Effective communication strategies are crafted to elevate MNBC's visibility and stakeholder engagement, and the Director leads the Ministry's annual budget process, fosters essential relationships, and drives the creation and enhancement of initiatives. Additionally, the role represents MNBC in housing advocacy, negotiates partnerships, and assumes the Second-in-Charge role when required, playing a pivotal part in shaping the Social Infrastructure branch's strategic direction in alignment with social well-being, Métis community development and MNBC's overarching goals.

LOCATION

- Provincial Head Office – Surrey, BC.

DUTIES & RESPONSIBILITIES

- Aligns the Social Infrastructure branch’s priorities, programs, and project pipeline strategically with MNBC’s Strategic Plan.
- Plans and develops a sustainable Social Infrastructure portfolio, including strategic acquisition of development and redevelopment sites; directs site planning; and collaborates with stakeholders and funders to leverage partnerships and determine the phasing of developments.
- Develops, implements, and monitors a comprehensive Strategic and Operational plan for the Ministry of Housing and Homelessness’ Social Infrastructure branch.
- Develops, implements, and monitors the Social Infrastructure and Facilities Master Plan.
- Manages programs' financial integrity and accountability, monitors expenditures within existing budgets and guidelines, reports out, and makes budget recommendations.
- Develop annual, short, and long-range communication plans (in collaboration with the Communications Department) and briefing materials that increase MNBC’s presence and stakeholder awareness in alignment with MNBC's vision, mission, values, and strategic priorities.
- Leads the annual budgeting process for the Ministry of Housing and Homelessness in consultation with other senior Ministry staff.
- Builds internal and external relationships with key stakeholders/funders and other partners.



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- Develop new or enhance existing initiatives.
- Represents MNBC at housing advocacy and consultations, as required.
- Seeks out and negotiates housing and social infrastructure partnerships with MNBC Chartered Communities, other Métis Nation Governing Members, Municipal, Provincial and Federal Governments, First Nations, Non-Profits, and others.
- Acts as the Second-in-Charge (2IC) for the Ministry of Housing and Homelessness in the absence of the Executive Director.
- Participates in committees and project teams as required.
- Undertakes related duties as assigned, consistent with the job grade of the position.
- Other duties may be assigned as needed to ensure the efficient operation of MNBC.
- Regular/ occasional attendance at meetings/ events that may require work and travel outside of normal business hours.

Supervision Given

- Oversees a team of managers who are responsible for Social Infrastructure Development.
- Manager, Development Strategy

QUALIFICATIONS

- Bachelor's in urban planning, architecture, civil engineering, public administration, or a related discipline from a recognized, post-secondary institution.
- Minimum of eight (8) years of recent experience in housing and social infrastructure development with a preference for those who have one of the following designations: Registered Professional Planner (RPP) or Project Management Professional (PMP).
- Minimum of five (5) years of experience in project planning or implementation and progressive related work experience in management.
- Strong working knowledge of BC Legislation, regulations, legal frameworks and procedures that regulate planning and development.
- Strong analytical and problem-solving skills, with the ability to identify and evaluate potential partnership opportunities.
- Excellent communication and interpersonal skills, with the ability to build and maintain relationships with key stakeholders.
- Strong leadership skills, with experience in managing and mentoring teams to achieve common goals.
- Experience with government funding programs and other sources of financing for housing and social infrastructure projects.
- Strong oral and written communication including editing and presentation.



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- Demonstrated ability to work collaboratively with diverse stakeholders, including MNBC's Board, senior leadership, staff, government officials, and community partners.
- Ability to travel to housing development sites, MNBC provincial and regional offices, and Chartered Communities.
- Knowledge and/or awareness of the historical and contemporary contributions made by Métis people in B.C.
- Possession of, or the ability to obtain, a Class 5 driver's licence may be required.
- The position may require the completion of a Criminal Record Check and Vulnerable Sector Check.

MNBC VALUES

- **Manâcihitowin (Respect)** - We respect ourselves, others and all Creation.
- **Kwayes'kwât'sowin (Integrity)** - We hold integrity as a core value. We are honest with ourselves, our colleagues, our communities, and our partners. We are reliable and follow through on our word.
- **Ahtisihcikêwin (Innovation)** - We draw on the spirit of Métis innovation and bring forward our curiosity and creativity to problem solve and develop new solutions for our people.
- **Tâpahtiyim'sowin (Humility)** - We show and practice cultural humility and cultural agility. We are open to new ideas and recognize the wisdom that surrounds us from others who carry different experiences than ours.
- **Kisîwât'sowin (Kindness)** - We show and practice lateral kindness in our organization and to everyone with whom we interact on behalf of the Nation. We practice kaa-wiichihitoyaahk (we take care of each other.)
- **Sipihkisôwin (Resilience)** - We are resilient and do not fear challenges or setbacks but remain courageous and learn from each step of the journey. We channel the courage of our Métis ancestors who faced adversity and remained resilient.
- **Atoskâtowin (Teamwork)** - We work together and actively seek opportunities to share information, collaborate on initiatives, and practice reciprocity for stronger outcomes. We embrace teamwork to achieve greater potential for success.