



Nisga'a Lisims Government

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NISGA'A ADMINISTRATIVE DECISIONS REVIEW BOARD MEMBERS

REQUEST FOR EXPRESSION OF INTEREST

Nisga'a Lisims Government is issuing this Request for Expression of Interest from qualified individuals to serve as members of the Nisga'a Administrative Decisions Review Board (the "NADRB" or "board").

Background

The NADRB is a Nisga'a Public Institution established by Nisga'a Lisims Government under the *Nisga'a Administrative Decisions Review Act* (the "Act"). It plays an important function, required by the *Nisga'a Constitution*, of reviewing certain administrative decisions made by Nisga'a Public Institutions following requests for review made by individuals who are affected by those decisions. Nisga'a Lisims Government is seeking expressions of interest from qualified individuals who are interested in serving as the chairperson or as a member of the NADRB, and helping the board perform this important public function.

Board Composition and Responsibilities

The NADRB is composed of a chairperson, as well as two to five members, who are appointed by the Nisga'a Lisims Government Executive.

The NADRB is an independent office within Nisga'a Lisims Government and its role is required by the *Nisga'a Constitution*. Specifically, the NADRB's role is to ensure that certain administrative decisions of Nisga'a Public Institutions are reasonable and in accordance with Nisga'a law. Members of the board perform this role by hearing and deciding reviews of decisions brought by individuals who are affected by those decisions. The chairperson of the NADRB performs this role, as well as additional administrative functions. The specific responsibilities of the NADRB are outlined in the Act and other Nisga'a laws, including Nisga'a elections laws.

Term, Expectations and Remuneration

The chairperson of the NADRB is appointed by the Nisga'a Lisims Government Executive for a term of three (3) years.

Other members of the NADRB are appointed by the Nisga'a Lisims Government Executive for a term of not less than one (1) year and not more than three (3) years.

Once appointed, the chairperson and members are expected to be available throughout their term on relatively short notice, to hear matters and to undertake other board responsibilities. The work of the NADRB takes place on Nisga'a Lands, and the main NADRB office is located in the Nisga'a Village of Gitlaxt'aamiks.

The chairperson and members of the NADRB receive a meeting allowance, and reimbursement for certain meeting expenses, in accordance with the stipends and honorarium policy adopted by the Nisga'a Lisims Government Executive.

Eligibility and Desired Candidates

The Act provides that the following individuals are not eligible to be appointed to the NADRB:

- a person employed or appointed by the Nisga'a Nation, a Nisga'a Village or a Nisga'a Institution whose decisions may be subject to review by the NADRB;
- an Officer of Nisga'a Lisims Government; or
- an elected member of Nisga'a Government body, board, commission or tribunal established under Nisga'a law.

Please review the eligibility criteria outlined in section 3(3) of the Act if you are interested in being appointed to the NADRB. Questions about eligibility may be addressed to the Manager of Executive Services at the email address set out below.

If eligible, desired candidates will be able to:

- treat all individuals and deal with all matters before the NADRB fairly and without bias;
- read, understand and apply statutes, regulations and policy;
- demonstrate familiarity with government services;
- demonstrate excellent analytical skills;
- run public meetings or quasi-judicial hearings;
- communicate effectively, both orally and in writing;
- manage conflict effectively;
- withstand comment and criticism.

Expressions of interest are welcome from both Nisga'a citizens and non-Nisga'a citizens.

Process for Submitting Expressions of Interest

Interested candidates are requested to deliver a current CV and cover letter to:

***Roberta Clayton, Manager of Executive Services
Nisga'a Lisims Government
P.O. Box 231, New Aiyansh, B.C. V0J 1A0
Email: robertac@nisgaa.net***

The deadline for submission is March 22, 2019.