



**Nisga'a Administrative Decisions Review Board Office**

#2 – 4518 B, Tait Avenue, New Aiyansh, B.C. V0J 1A0

T: (250) 615-8446

March 23, 2026

**NISGA'A ADMINISTRATIVE DECISIONS REVIEW BOARD MEMBERS  
REQUEST FOR EXPRESSION OF INTEREST**

Nisga'a Administrative Decisions Review Board is issuing this Request for Expression of Interest from qualified individuals to serve as members of the Nisga'a Administrative 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 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 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



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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 Administrative Review Officer 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 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 Cover letter to:

Shelley Wilson, Administrative Review Officer  
Nisga'a Administrative Decisions Review Board  
#2-4515B Tait Avenue, New Aiyansh, BC V0J 1A0  
Email: [shelley.wilson@nisgaanation.ca](mailto:shelley.wilson@nisgaanation.ca)

The deadline for submissions is April 24, 2026