



'Namgis First Nation Economic Development Corp.

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Job Posting – General Manager

'Namgis people have occupied the lands and waters that we currently live upon since time immemorial. 'Namgis Territory encompasses the entire Nimpkish and Kokish River Watersheds on northern Vancouver Island, along with the waters and several adjacent islands in the vicinity of Johnstone Strait and Queen Charlotte Straits.

Historically, 'Namgis resided throughout the territory, but currently are concentrated in 'Yalis (Alert Bay, Cormorant Island) There are over 1800 'Namgis members currently living in over 100 communities in North America, as well as members in Europe, and the Middle East.

'Namgis lands have never been ceded to any other entity, government, or outside agent, we have owned and managed these lands for thousands of years.

'Namgis First Nation Economic Development Corporation (NFNEDC) is the new business arm of the 'Namgis First Nation. The General Manager will assist the NFNEDC Board of Directors to evaluate, support, execute and capitalize on economic development opportunities that meet the vision, mission and values of its people.

The General Manager is responsible for effectively managing all strategic and operational aspects of the NFNEDC's business interests. The GM must be able to work cooperatively with other staff and First Nation's communities in respect of operations, human resources management and all aspects of internal and external relationships.

Key Responsibilities

Reporting to the Board of Directors of the NFNEDC, the General Manager will lead the organization, and specifically to:

- Effectively manage the corporate affairs of the Corporation
- Oversee the development of strategic business plans, opportunities and projects
- Provide leadership and strategies to ensure effective administration of the organizational systems, structures and policies required to achieve results
- Provide effective leadership to the management teams of various subsidiary operations
- Develop, measure, monitor and report key corporate performance measures (financial, business, organizational)
- Prepare a human resources plan and implement employee attraction, retention, development and motivational strategies
- Forecast future needs and challenges, identifying the organizational priorities and change initiatives required to support business strategies
- Prepare annual and multi-year budgets, financial statements and cash flow projections
- Liaise with the 'Namgis Band: create and implement a community involvement plan



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- Ability to travel as required and willingness to work, part or full time, in Alert Bay, BC

Qualifications

- Minimum of 5 years' experience in a fast-paced economic development environment;
- University Degree in Business, Finance, Commerce or other related equivalent area of study; or equivalent combination of education and experience.
- Demonstrated strategic experience successfully leading the operations of and strategically planning for corporations with multiple business lines
- Experience developing, overseeing the implementation of and reporting on related policies, process and procedures which ensure corporate accountability and profitability;
- Strong and proven business development and analytical skills;
- Strong project management and execution skills, with a revenue-generating focus
- Knowledge of funding sources and ability to pursue these sources;
- Ability to establish and maintain strong relationships and partnerships with community and business partners, funding agencies and lenders, industry associations, governments, the public,
- Excellent verbal, and superior writing and report presentation skills;
- Previous experience working with an Indigenous Government, Administration Officers, and Board of Directors.
- Knowledge of the Kwak'wak'awakw culture would be an asset.

To Apply:

Interested parties may submit a cover letter, resume, and maximum of three reference letters in confidence via email to Vanessa Mountain at vcmmountain@telus.net no later than **April 15, 2020 at 3 p.m.** Only applicants who have been shortlisted will be contacted.

Salary to commensurate with experience.

Preference will be given to those of Aboriginal Ancestry – per Section 16(1) Canadian Human Rights Act.