



Snuneymuxw

First Nation

www.snuneymuxw.ca

EMPLOYMENT OPPORTUNITY

Executive Director for the Snuneymuxw First Nation

Snuneymuxw First Nation is looking for a dynamic, confident, and energetic professional with experience in senior management within a First Nation Government. The successful candidate will be responsible for management, oversight, operations, and budgets of the Snuneymuxw First Nation Administration.

We are seeking a superior performer who is self-motivated to provide Snuneymuxw Chief and Council with strategic planning, implementation strategies for Chief and Council decisions and advice on policy, legislation and various other Chief and Council initiatives.

EDUCATION:

- A Bachelor Degree in Management, Business, Human Resources, Finance; or equivalent experience in senior management with First Nations Government.
- Extensive Knowledge in First Nation culture, practices, and laws
- Thorough knowledge of the Indian Act.
- Knowledge of the social and economic issues facing First Nations.
- Knowledge of implementation strategies for Chief and Council decisions, departmental goals and policies, and community priorities.

KEY COMPETENCIES:

- Extensive experience working within First Nation governance framework such as Chief and Council, Boards of Directors, Corporations, or equivalent.

- Thorough understanding of First Nation administration, programs and services, finances, policies and procedures.
- Superior capability for project management, coordination, monitoring and conflict resolution.
- Thorough understanding of First Nation health, education, housing, social development, Elders and Youth.
- Experience with drafting budgets, monitoring procedures and reporting systems.
- Sound knowledge of financial accounting principles and practice.
- Demonstrated excellence with human resources such as building and sustaining respectful relations and communications with management, staff, and membership.
- Demonstrated ability for visioning, strategic planning and organizational teamwork.
- Superior oral, written, negotiation, critical thinking, multi-tasking and problem solving skills.

We encourage qualified interested persons to submit your cover letter, resume and references by 4:00pm Friday April 8, 2016.

The above general description of requirements for interested parties and a formal job description and contract will be discussed with those selected for an interview. Please make submissions to:

Attention Sandra Good, Interim Executive Director
668 Centre Street, Nanaimo, B.C.
Or via email to: sgood@snuneymuxw.ca