

TEMAGAMI FIRST NATION



BEAR ISLAND
LAKE TEMAGAMI, ONTARIO P0H 1C0
TEL 1.888.737.9884 or 705.237.8943
FAX 705.237.8959
www.temagamifirstnation.ca



Employment Opportunity Executive Director

The Executive Director will be responsible for the overall representation of Council and its governance to all external and internal stakeholders, and to the ongoing success of the operations and strategic planning for Temagami First Nation. Activities will include attending meetings, proposing policies and practices, sitting on various committees and the submission of reports to Chief and Council.

DUTIES AND RESPONSIBILITIES:

- Stakeholder and Community Relations
- Chief and Council Relations
- Strategic Management
- Regulatory Management
- Organizational Management

CORE COMPETENCIES

- Ability to problem solve and think critically
- Effective interpersonal and communication skills
- Results-orientated
- Superior written/oral communication skills

QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:

- Post-Secondary Degree in Business/Public Administration, or combination of related education, training and managerial experience discipline.
- 5 Years of experience working with First Nation organizations in a leadership capacity.
- Strong familiarity with Federal funding and reporting requirements.
- Experience in leading a management team and supervising staff.
- Ability to work independently, organize workload and set priorities, and to be flexible with changing priorities and deadlines

If you possess the skills and knowledge, and want to work for a semi-remote First Nation, where outdoor recreation opportunities are endless, please submit:

A cover letter demonstrating your interest in this position, a current resume outlining your experience as well as names and phone numbers of three references (one must be current or recent employer).

Application due: Friday July 14, 2017 by 4:00 pm.
Application to: John Hodgson
Temagami First Nation General Delivery
Bear Island, ON P0H 1C0
Email: hr@temagamifirstnation.ca Fax: (705)-237-8959

All applications received prior to the deadline will be screened for an interview. Only those applicants who will be granted an interview will be contacted.