

EMPLOYMENT OPPORTUNITY

Director of Economic Development Sagkeeng First Nation

Reporting to the Chief Administration Officer/Chief Financial Officer the Director of Economic Development is responsible for the planning, exploring, organizing and implementing successful economic development strategies, and opportunities, for Sagkeeng First Nation. This includes strategies and activities designed to ensure current business retention and growth as well and includes attraction of new ventures for Sagkeeng Government including wholly owned operations as well as partnerships and joint ventures.

DUTIES:

- Review, research and assess the current state of economic activities involving the Sagkeeng Government and on Sagkeeng property,
- Develop a strategic plan to attract, develop and enhance economic activities and projects within and outside Sagkeeng,
- Serve as a liaison for community members and organizations with respect to investment and partnership opportunities,
- Making presentations or attending meetings on behalf of Sagkeeng First Nation including making regular reports to Sagkeeng Chief and Council and the Sagkeeng Community,
- Work with Sagkeeng management and departments to create positive relationships with Sagkeeng Anicinabe businesses and business interests and work to resolve sensitive and controversial issues that act as impediments to economic growth,
- Engage industry, business groups and organizations, provincial and federal governments, and other First Nations and Tribal Groups to identify and facilitate economic development opportunities in Fort Alexander as well as other locations suitable to the Sagkeeng Anicinabe Government,
- Meet, confer and provide detailed information to new businesses contemplating a relocation, expansion, increased business activity or business arrangement with Sagkeeng Anicinabe Government,
- Assume a lead role in the negotiation, preparation, and implementation of all legal documents required to create or enhance business or any other economic opportunity for Sagkeeng.

QUALIFICATIONS:

- University degree in commerce, business, or law. A combination of planning experience and education may be considered,
- Proven experience in strategical operations planning and organizational development,
- Minimum 5 years of senior management experience,
- Experience or significant exposure implementing financial plans, development plans, capital works, and infrastructure improvement programs,
- Demonstrated analytical skills,
- Excellent interpersonal, oral and written communications skills, and experience in making successful written and oral presentation to a variety of audiences,
- Solid administrative, financial and contract negotiation experience,
- Experience with understanding and working with detailed proposals, contracts and other legal documents,
- Ability to work independently and as part of an interdisciplinary team,
- Ability to speak in public and conduct public meetings,
- Excellent computer skills with demonstrated proficiency with Microsoft Office programs,
- Ability to work under pressure, manage varied workloads and meet projected deadlines,
- Must have and maintain a valid Class 5 or greater driver's license and have a reliable vehicle,
- Knowledge of aboriginal culture an asset,
- Preference will be given to applicants of Aboriginal / First Nations ancestry with highest preference Sagkeeng First Nation members.



APPLICATION DEADLINE:

June 17, 2019

Interested applicants must submit:

- **Cover letter & résumé,**
- **Criminal Records Check**

Attention to:
Human Resource Manager
Sagkeeng Government
Box 3, Fort Alexander, MB
R0E0P0

Cover letters @ résumés can be mailed to the above address, emailed to jobs@sagkeeng.ca or dropped off at the Sagkeeng Government Band Office.

LATE SUBMISSIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES

PLEASE BE ADVISED THAT ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED