



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/27

First Nation Manager/CEO

Job ID 1F-4C-89-DA-D6-DB

Web Address

<https://careers.indigenous.link/viewjob?jobname=1F-4C-89-DA-D6-DB>

Company Chippewas of Kettle & Stony Point First Nation

Location Kettle Point, Ontario

Date Posted From: 2018-09-13 To: 2018-09-28

Job Type: Full-time Category: Public Administration

Languages English

Description

POSITION SUMMARY: The First Nations Manager is directly responsible for the overall efficient and effective administrative and financial management of the Kettle & Stony Point Band Administration, its program areas and services, and for keeping Chief and Council current and up-to-date on all matters relating to the business of the First Nation in a timely and professional manner.

Education Requirements

- Minimum Business Management/Administration Masters/Honors degree, or an equivalent combination of education and experience in a similar or related position with a proven demonstration of skills.
- Professional affiliations in Business, Law, Finance or other related fields desirable.

Essential Skills

- Excellent and proficient financial skills essential.
- Excellent Human Relations/Public Relations skills essential.
- Excellent Management/Administration skills essential.
- Excellent Conflict Resolution skills essential.
- Excellent negotiation and mediation skills an asset.
- Report/proposal development skills an asset.
- Must have a proficient level of communication skills, verbal and written.
- Must possess excellent organizational and time-management skills.
- Excellent computer skills an asset.
- Must possess a current and valid Drivers License and dependable vehicle.
- Must be able to demonstrate attributes for job suitability.
- Native Ancestry would be an asset.

Work Environment

Office Setting

How to Apply

PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME AND

A MINIMUM OF THREE (3) WORK RELATED REFERENCES,
by Friday, September 28 at 4:00 P.M.

TO: Chippewas of Kettle & Stony Point First Nation,

ATTN: First Nations Manager/CEO Position

6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1

Phone Number: 519-786-2125

Fax Number: 519-786-2108

A full Job Description is available at the front reception in the Administration Office

Interviews will be scheduled shortly after the closing date.

ONLY THOSE APPLICANTS WHO MEET THE MINIMUM QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT.