



# 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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# Job Board Posting



Careers.Indigenous.Link

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## Trust Officer – First Nations/Métis/Inuit Candidates R200002737

<b>Job ID</b>	<b>E4-A3-FA-08-C9-7A</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=E4-A3-FA-08-C9-7A">https://careers.indigenous.link/viewjob?jobname=E4-A3-FA-08-C9-7A</a>	
<b>Company</b>	BMO Financial Group	
<b>Location</b>	Victoria, British Columbia	
<b>Date Posted</b>	From: 2020-02-06	To: 2020-03-07
<b>Job</b>	Type: Full-time	Category: Finance
<b>Languages</b>	See Job Description	

### Description

The Trust Officer, Indigenous Trust Services is accountable for contributing to the trust services business plan by effectively administering a book of Indigenous Trust accounts and increasing the number of new clients with the objective of growing the overall BMOPB revenue. The Trust Officer will develop superior fiduciary skills and should have exceptional organizational skills, recognize potential business opportunities to BMO FG and BMOPB business partners and exhibit excellent team building skills.

#### Key Accountabilities

##### Relationship Management

- â€¢ Responsible for managing Indigenous relationships.

- â€¢ Accountable for ensuring effective administration of a portfolio of Indigenous Trust accounts across regional markets. The position is recognized as an expert in Indigenous Trust administration.

- â€¢ Accountable for meeting or exceeding the Private Bankâ€™s client experience standards for trust administration.

- â€¢ Manages and continually enhances the client experience through very strong relationship management.

- â€¢ Attends Community and Trustee Meetings on reserve or at other remote locations as required.

- â€¢ Provides training on Indigenous Trust related topics to Chief and Counsel, Community Trustees and Community Members as required.

##### Leadership

- â€¢ Provides exceptional oversight and coaching of assigned Trust Administrators/Associates to ensure timely, accurate and compliant Indigenous Trust administration.

- â€¢ Supports a work environment that inspires innovation, creativity, collaboration and diversity, as well as demonstrating a high tolerance and flexibility for change.

- â€¢ Provides insight and shares expertise on Indigenous Trust services with team members.

##### Business Development

- â€¢ Works closely with the Indigenous Banking Group to identify new Indigenous Trust opportunities and effectively acquire new business referrals from existing BMO FG book of business.

- â€¢ In conjunction with the Indigenous Banking Group responds to Requests for Proposals received from First Nations or their consultants.

- â€¢ Refers investment management opportunities to BMO Global Asset Management, BPIC and BMO Nesbitt Burns as appropriate.

- â€¢ Represents BMO Trust Company at the NATAO annual conference and other industry events as approved by Senior Management.

##### Risk Management

- â€¢ Ensures proper adherence to all aspects of First Principles Our Code of Conduct and Ethics.

- â€¢ Ensures BMOPB compliance policies and procedures are applied to Aboriginal Trust administration.

- â€¢ Ensures adherence to Personal Trust Policies and Procedures.

- â€¢ Participates in audits and compliance reviews as assigned.

##### Knowledge and Skills

Knowledge:

• University Degree.

• Preferably LLB. or CA and will work towards Personal Trust Accreditation MTI, CETA or TEP or a professional designation

Skills:

• Good knowledge and complex problem solving capability.

• Exceptional client service and interpersonal skills including the capacity to establish and manage diverse relationships with Indigenous clients.

• Exceptional Organization skills.

• Excellent communication skills; both written and verbal.

• Two (2) years of Trust experience preferable

• Strong business development experience and successful track record.

• Exceptional coaching, team building and relationship management skills to effectively manage relationships across multiple levels of the organization across line of business, across various BMO FG companies and with external partners.

At BMO we have a shared purpose; we put the customer at the centre of everything we do – helping people is in our DNA. For 200 years we have thought about the future – the future of our customers, our communities and our people. We help our customers and our communities by working together, innovating and pushing boundaries to bring them our very best every day. Together we’re changing the way people think about a bank.

As a member of the BMO team you are valued, respected and heard, and you have more ways to grow and make an impact. We strive to help you make an impact from day one – for yourself and our customers. We’ll support you with the tools and resources you need to reach new milestones, as you help our customers reach theirs. From in-depth training and coaching, to manager support and network-building opportunities, we’ll help you gain valuable experience, and broaden your skillset.

To find out more visit us at <https://bmocareers.com>.

### **How to Apply**

To submit your application for this job, please go to:

[https://bmo.wd3.myworkdayjobs.com/External/job/Victoria-BC-CAN/Trust-Officer---First-Nations-Mtis-Inuit\\_R200002737](https://bmo.wd3.myworkdayjobs.com/External/job/Victoria-BC-CAN/Trust-Officer---First-Nations-Mtis-Inuit_R200002737)

BMO is committed to an inclusive, equitable and accessible workplace. By learning from each other’s differences, we gain strength through our people and our perspectives. Accommodations are available on request for candidates taking part in all aspects of the selection process.