



NETMIZAAGGAMIG NISHNAABEG

UNSURRENDERED

Employment Opportunity Band General Manager (Full-time Permanent)

Summary:

Netmizaaggamig Nishnaabeg is seeking a highly skilled and motivated individual to fill the position of Band General Manager. Reporting to the CEO, the Band General Manager will be responsible for the efficient management, administration, and delivery of all programs and services for members of the Netmizaaggamig Nishnaabeg. This role will oversee all band operations, ensuring compliance with legislation, policies, and procedures, while providing leadership in strategic planning and acting as the liaison between Council and band members. This is an excellent opportunity for someone who is dedicated to fostering community development, upholding the values of Netmizaaggamig Nishnaabeg, and making a lasting impact on the lives of its members.

Qualifications:

- Post-secondary education in Management, Business, Finance, or a related field, or equivalent experience;
- 5+ years of related experience, ideally in a management role for a First Nation, with a focus on financial management, budgeting, human resources, and program management;
- Strong leadership, financial, and operational management skills;
- Ability to establish good working relationships with internal teams and external stakeholders;
- Demonstrated ability to manage conflict and apply sound judgment;
- Exceptional communication and interpersonal skills, both verbal and written;
- Strong cultural awareness, sensitivity, and respect for Netmizaaggamig Nishnaabeg traditions and values.

Responsibilities:

- Lead strategic and operational management under the direction of the CEO and Council;
- Oversee the development, implementation, and evaluation of band programs, policies, and services;
- Ensure all operations comply with relevant legislation, policies, and procedures;
- Manage community infrastructure and assets, including equipment and facilities;
- Oversee financial management, including budgeting, payroll, and accounts;
- Support Program Managers in developing and managing annual operating budgets;
- Liaise with government agencies and departments, ensuring compliance with agreements and legislation;
- Represent the Band at local, regional, and national meetings as required;
- Provide support to Council, including preparing reports, attending meetings, and circulating minutes.



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Other Requirements:

- Valid driver's license and reliable transportation;
- Willingness to travel as required.

CLOSING DATE: November 6th, 2024

Please send a cover letter and resume, certificate of qualifications and 3 professional references to:

Trisha Brinklow
Human Resources Manager
Email: trisha.brinklow@picmobert.ca
Phone: (807) 822-2134 ext. 216

Potential candidates will be required to provide a police record check, including vulnerable persons check, and complete a drug screening test prior to any offers of employment taking place. We thank you for your application, however, only those selected for an interview will be contacted.