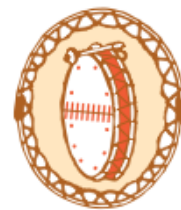




G. C. C. E. I.
est. 1974

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Grand Council of the Crees (Eeyou Istchee)
Grand Conseil des Cris (Eeyou Istchee)

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Cree Nation Government
Gouvernement de la Nation Crie



C. N. G.
G. N. C.
est. 1978

Job Posting

TITLE: Director of Commerce and Industry

DEPARTMENT: Commerce and Industry

STATUS: Permanent

LOCATION: Mistissini

SALARY GRADE 8: (Min. \$90,608.00- Max. \$135,912.00)

CORE FUNCTIONS

The Department of Commerce and Industry (DCI) is entrusted with the creation of conditions necessary for the Cree Nation to achieve strong, diversified and sustainable economic development for Eeyou Istchee.

The Director of Commerce and Industry will lead the socio-economic development initiatives in order to build and support the various economies throughout Eeyou Istchee. In essence, he/she is responsible for developing departmental goals, programs, services, initiatives and projects in his/her area of responsibility, aligned with the Cree Nation Government's mission and vision.

The Director manages the overall operational, budgetary, and financial responsibilities and activities of the department. He/she may also participate in the negotiation, implementation and monitoring of various agreements with local, provincial and federal governments in his/her area of responsibility.

Functional Responsibilities:

- Lead the department and its team in the development, implementation and execution of mandates, plans, strategies and initiatives related to the building and rebuilding of strong, diversified and sustainable economies in Eeyou Istchee.
- Support stakeholders and partners with their projects so they are built according to the principles of circular economies and the development and strengthening of capacity.
- Work closely with the development, implementation and execution of natural resources projects and agreements to maximize benefits and minimize or mitigate negative impacts.
- Lead the development and implementation of new programs, services, initiatives and projects in line with community needs and departmental goals.
- Develop and communicate departmental goals and objectives, in line with the organization's and the department's mission and vision.
- Develop annual and three to five-year operational plans for the department.
- Review performance data that includes financial and activity reports, to monitor and measure departmental productivity, goal achievement, and overall effectiveness.
- Prepare quarterly and annual reports regarding status and progress of department services, programs, projects and initiatives to track goal accomplishment, as well as budget spending.

- Participate in the negotiation of agreements with the Federal and/or Quebec governments.
- Directly supervise and lead direct reports and ensure effective supervision of others within the team.

Interaction/ Communication Responsibilities:

- Build and maintain relations with stakeholders and partners to ensure the successful development and implementation of measures and initiatives.
- Develop and implement communication plans and mechanisms aimed at obtaining transparency, stakeholder engagement.
- Represent the Cree Nation Government at various tables, working groups and committees, including assigned negotiations.

Financial Responsibilities:

- Manage the budget for the Department.
- Seek additional funding/budget to implement programs related to the Department.

QUALIFICATIONS

Education and Certification:

- Bachelor's degree in Economics, Business, Public Administration, Social Science or a related field.

Experience:

- 8 to 12 years of relevant work experience.
- Demonstrated experience with staff supervision.
- Demonstrated experience in managing budgets.

Languages:

- Fluency in English
- Fluency in Verbal Cree and French is an asset.

Knowledge and Abilities:

- Expert knowledge of provincial, First Nations and local legislation, advanced business practices and protocols.
- Proven success in maintaining strong communications, including the ability to facilitate effectively.
- Strong organizational skills and the ability to multi-task.
- Proven ability to influence decisions, and make and find solutions to complex problems.
- Proven ability to problem solve, to think strategically, and to take initiative.
- Demonstrated ability to work under significant pressure and to adapt to a changing environment.
- Proficiency in Microsoft Office products.

Additional Requirements:

- Typical office setting where there are no unusual physical demands.

The Cree Nation Government may, at its discretion, waive any or all of the aforementioned requirements if a suitable candidate who is a JBNQA beneficiary accepts to follow a training plan determined by the Cree Nation Government as a condition of employment.

Application Period

From June 7, 2018 to July 2, 2018

Application

Your application must be sent by email with the competition number: **DCI-180601-1**

Valerie Mianscum
Recruitment Officer
hr@cngov.ca
Tel: 819-673-2600