



G. C. C. E. I.
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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



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Job Posting

TITLE: Director of Social and Cultural Development

DEPARTMENT: Social and Cultural Development

STATUS: Permanent

LOCATION: Mistissini

SALARY GRADE 7: (Min. \$78,789.00- Max. \$118,184.00)

CORE FUNCTIONS

The Cree Nation Government plays a vital role in the protection, promotion and expression of Cree culture and language, two aspects of our identity closely linked to the health and dynamism of our communities. Our mandate is to support social and cultural development in Eeyou Istchee.

The Director of Social and Cultural Development department is responsible for developing departmental goals, programs, services, initiatives and projects 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:

- Establish and refine the Cree Nation Government's social and cultural priority areas. Areas of focus include: Culture & Language, Youth, Women & Elders, Hunting, Fishing & Trapping, Sports & Recreation, among others. Ensure effective promotion of such areas across the Cree Communities, to build awareness of social and cultural issues.
- Develop annual and three to five-year operational plans for the department.
- Lead the development and implementation of new programs, services, initiatives and projects in line with community needs and departmental goals.
- Review performance data that includes financial and activity reports, to monitor and measure departmental productivity, goal achievement, and overall effectiveness.
- 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:

- Promote positive relations and concerted action with all external actors/partners.
- Participate in the elaboration of communication and representation strategies as related to social issues.
- 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.

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 Social Sciences, Humanities, Public Administration, or a related field.

Experience:

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

Languages:

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

Knowledge and Abilities:

- Expert knowledge on social and cultural programs.
- Proven success in maintaining strong communications, including the ability to facilitate effectively.
- Strong interpersonal and leadership skills.
- 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 and Microsoft Office products.

Additional Requirements:

- Willingness to travel extensively.

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: **SCD-180602-1**

Valerie Mianscum
Recruitment Officer
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Tel: 819-673-2600