



Mississaugas of the Credit First Nation
Is accepting applications for the full-time permanent position of:

Chief Operating Officer

Closing Date: March 28, 2019

Job Summary:

The Chief Operating Officer will be responsible for the administration and management of the MCFN office, including supervising staff and over-seeing the coordination of activities for the MCFN office. The Chief Operating Officer will be highly motivated and provide leadership in the implementation of the Strategic Plan. The COO effectively manages resources and oversees a team of professionals to implement the strategic plan and its priorities through detailed work plans, timely reporting, financial management and policy development.

Qualifications:

- Post secondary degree or diploma plus 7 years' experience in progressively more senior management positions in a First Nation setting; OR
- Ten (10) years' experience in a related field;
- Must have an understanding and knowledge of First Nation, Federal and Provincial political structures, processes and issues relating to First Nations.
- Proven strengths and experience working in operations, finance, and human resource skills;
- Experience working with First Nations with demonstrated respect for their culture and traditions;
- Strong political and analytical skills as well as written and oral communication strengths with the ability to quickly assess and disseminate information and provide briefing notes;
- Must be aware of First Nation specific programs, funding mechanisms and have attained the working knowledge to conduct business within these areas.

Salary: \$115,000.00 - \$130,000.00, commensurate with appropriate experience.

Please email your cover letter, resume, and three current professional references to:

D. Carriere & Associates
Attention: Diane Carriere
Dcarriere@mymts.net

We thank all who apply and advise that only those applicants selected for interview will be contacted.