



The MISSISSAUGAS OF THE CREDIT FIRST NATION
is accepting applications for the full-time permanent position of
“Manager of Consultations”
Closing Date October 18th, 2024 @ 12:00PM

POSITION PURPOSE

The Manager of Consultations is responsible for leading and managing the consultation process between the MCFN and external parties, including governments, industry, and other stakeholders. This role ensures that the rights, interests, and concerns of the MCFN are represented and upheld during consultations related to land, natural resources, development projects, and other areas impacting the community.

QUALIFICATIONS

Education & Experience

- Post-secondary degree in a relevant field (project management, Indigenous studies, public administration, law) with 2-3 years experience in managing consultation processes, negotiations, or related activities
- 5 years of related experience working with a First Nation government or organization
- Experience in a First Nations office environment
- Experience working with governments

Knowledge

- Knowledge of the Mississaugas of the Credit First Nation Traditional and Treaty Territory
- Knowledge of Mississaugas of the Credit First Nation Aboriginal rights and treaty rights
- Strong familiarity with DOCA’s policies and procedures

Skills & Abilities

- Excellent verbal and written communication skills
- Ability to work independently or as part of a team
- Ability to research and analyze complex information and think critically to devise strategies and plans
- Ability to prioritize and complete multiple tasks and follow-through to achieve project goals
- Computer skills including specific knowledge of Microsoft systems and software
- Budgetary experience
- Ability and willingness to travel within MCFN territory on short notice

Other Requirements

- Criminal Reference Check/Vulnerable Sector Screening
- Valid G Class Driver’s License and reliable vehicle
- Safe Food Handler’s Certificate or the willingness to obtain one

Please submit your cover letter, resume, and three references to:

The Mississaugas of the Credit First Nation
Attention: Personnel Committee
2789 Mississauga Road,
Hagersville, ON
NOA 1H0

Applications will also be accepted at the email address listed below.

A detailed job description is available at the Administration Building, or by email at HRClerk@mncfn.ca

Preference will be given to Indigenous applicants. Self-Identification is encouraged.

Miigwech to all who apply, only those candidates selected for an interview will be contacted.