



## **PROJECT MANAGER**

### **MISSISSAUGAS OF THE CREDIT BUSINESS LP**

#### Summary

The Project Manager provides leadership and coordination to ensure the effective planning, execution, monitoring, and completion of projects aligned with MCBC's mission. The Project Manager plays a pivotal role in organizing resources, managing timelines, assessing risks, and ensuring successful delivery of project outcomes.

#### Work Location

This position is based at the corporate office of MCBLP located at 78 1<sup>st</sup> Line, New Credit Retail Plaza, Mississaugas of the Credit First Nation, Hagersville, Ontario

#### Salary Range

\$50,000 - \$75,000 Depending on Experience

#### Reporting

The Project Manager reports to the Chief Investment Officer

#### Essential Duties and Responsibilities

- **Project Planning:** Develop project plans, timelines, scopes, and resource allocations to achieve project objectives, including analyzing requirements and aligning activities with competing priorities.
- **Project Execution and Monitoring:** Manage day-to-day project activities, track performance, and take corrective actions as needed to ensure projects remain on track.
- **Coordination:** Work closely with internal teams, external partners, and consultants to ensure effective communication and project alignment.
- **Risk Management:** Identify project risks, develop mitigation strategies, and monitor risk exposure throughout the project lifecycle.
- **Reporting and Documentation:** Prepare project reports, presentations, and updates for senior leadership, ensuring accuracy, clarity, and alignment with organizational needs.
- **Financial Oversight:** Assist in developing project budgets, monitoring expenditures, and ensuring financial accountability.

#### Qualifications

- Post-secondary education in Business, Project Management, Engineering, or a related field.
- Minimum of five (5) years of experience managing projects, preferably in real estate development, infrastructure, or related sectors.
- Strong organizational and multitasking skills with the ability to prioritize and manage multiple projects.
- Excellent communication and interpersonal skills, with experience collaborating with teams and with external partners.
- Demonstrated proficiency in project management tools, budgeting, and reporting.
- Ability to navigate challenges with creativity, adaptability, and strong problem-solving skills.



- Direct experience working with Indigenous communities or First Nations economic development (preferred).

### PRIORITIES

- Support the planning and execution of major business development initiatives, including real estate and infrastructure projects.
- Support procurement processes and ensure appropriate project governance.
- Assist in identifying and managing project-related funding opportunities and supporting documentation needs.
- Ensure projects advance MCBC's long-term goals and support broader strategic initiatives.

### Apply

If you are interested in bringing your experience and passion for this role to MCBC, please email your covering letter and resume in confidence by April 17, 2026 to [humanresources@mncbc.ca](mailto:humanresources@mncbc.ca)