

LAC DES MILLE LACS FIRST NATION

EMPLOYMENT OPPORTUNITY – Senior Economic Development Officer

Position Summary

Lac des Mille Lacs First Nation is currently seeking an Economic Development Officer to assist in the further growth of our First Nation. Lac des Mille Lacs First Nation (LDMLFN) is a forward-thinking community that is pursuing social, cultural, economic, and environmental sustainability. LDMLFN is seeking a driven and committed individual to lead, manage and co-ordinate economic and business development at a strategic and operational level.

The Economic Development Officer will oversee the research, development, and implementation of economic development projects that supports the economic growth and sustainability goals of Lac des Mille Lacs First Nation.

The preferred candidate will have an exemplary track record in a senior administrative/leadership role with extensive experience working within a First Nation, provincial or federal ministry or third-party organization. This position requires possessing exceptional interpersonal, communication and management skills, he/she will be an accomplished team builder, leader and proven implementer, focused on both people and achieving results.

Required Skills & Qualifications

- 1) Minimum of 10 years' experience and proven success working with First Nations, First Nations organizations or other organizations in economic development and management, funding identification and acquisitions.
- 2) Bachelor's degree from a recognized university with a specialization in business administration, commerce, economics, or finance, or an acceptable combination of education, training and position-related experience.
- 3) Exceptional written and oral communication skills
- 4) A thorough knowledge of Anishinaabe traditions, culture and language would be an asset
- 5) Proven and sound experience in project development and management along with well-developed proposal writing capabilities
- 6) Over-all knowledge and experience in developing, implementing and coordinating both community and regional level strategic economic development plans
- 7) Capability to work as part of a team and independently, as well as with a variety of stakeholders
- 8) Drivers licence and vehicle

Along with their resume and cover letter, applicants must submit a current criminal record check and three references. Application packages must be submitted by **Friday, August 3rd 3:00pm p.m. EST to:**

HIRING COMMITTEE
Lacs des Mille Lacs First Nation
1100 Memorial Avenue, Suite 328
Thunder Bay, ON
P7B 4A3

Telephone: (807) 622-9835 • Fax: (807) 622-9866 • E-mail: info@lacsdesmillelacsfirstnation.ca

Duties and Responsibilities

- Research and identify both traditional and newly emerging economic development opportunities that incorporates sustainability practices and innovative models that meet both short and long-range economic goals and objectives.
- Identify potential economic development partners and facilitate relationship and partnership development.
- Identify and acquire resources, partnerships and funding necessary to support economic development opportunities for Lac des Mille Lacs First Nation.
- Manage, direct and authorize associated budgets including expenditures and invoicing, work plans and deliverables related to funding agreements and travel requirements.
- Facilitate and liaison with provincial and federal governments and industry in order to raise the prominence and awareness of the First Nation's issues and opportunities related to the above tasks.
- Regularly reporting to the Band Administrator, and Chief & Council as requested, on these various initiatives
- Other duties as assigned by the Band Administrator

Location

Thunder Bay, ON and Lac des Mille Lacs First Nation Reserve 22A1

Travel

This position may require extensive travel and at minimum notice

Compensation

Compensation will include salary and benefits and will be based on the successful candidates experience, education, references and accomplishments.

Note: We thank all those who have expressed an interest in this position; however, only those applicants selected for an interview will be contacted. If you have further questions about the position, please feel free to contact Quentin Snider, Band Administrator at (807) 622-9835 extension 222 or email at quentinlaptop@tbaytel.net.