



EMPLOYMENT OPPORTUNITY

Sturgeon Lake Cree Nation is seeking an individual to fill the position of:

BAND MANAGER

Job Description

Responsible to the Chief & Council, the Band Manager is responsible and accountable for the overall operations of the Sturgeon Lake Cree Nation. In carrying out the responsibilities of this position, the Band Manager is responsible to ensure that the best interests of the Nation and working on behalf of the Chief & Council, that all activities are carried out in accordance with directions and policies as governed and directed by Chief & Council. The Band Manager reports directly to the Chief & Council of the Sturgeon Lake Cree Nation on a day-to-day basis.

This is a full time permanent position and the applicants should have the following qualifications:

Minimum Requirements for position

- Degree in Business Management, Economics and/or Commerce
- Minimum three (3) years experience in a Senior Management Position of a similar nature including First Nations Financial Management and Governance.
- Well developed management skills and attributes including: Excellence in problem solving, communication & organizational skills; Cultural understanding including Aboriginal/First Nation protocols, community issues/realities & political environment; Effective collaborator, strong leadership, creative & independent thinking; Experienced in Economic Development, particularly in the area of Oil & Gas, Forestry, Land & Resource Management, with knowledge of new economic opportunities such as Information and Communication Technology; Experienced in all areas of systems management, including process systems, technical systems etc.
- Effective leadership and management skills will be demonstrated through the following core competencies: Setting direction, business planning strategic analysis, strategic directions and planning; Influencing others, individual, groups and/or organizations
- Organizational management and establishing performance goals
- Human Resource Management and Fiscal responsibility; Decision making, delegating and mentoring; Communications skills, written, verbal and non-verbal; Conflict management and effective dispute resolution; Listening and motivation; Valuing diversity; Project management; Team Building

Other Considerations

- Ability to work under stressful conditions
- Ability to work as a leader and team player
- Ability to meet deadlines
- Ability to work independently
- Possess good work ethics and attitudes that reflect professionalism

Application deadline is February 15, 2012 at 4:30 p.m.

Sturgeon Lake Cree Nation

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