PATHWAYS
EXECUTIVE SEARCH



Director, Business Development

KITIKMEOT
CORPORATION
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Position Summary

Kitikmeot Corporation (KC) is seeking a strategic, relationship-driven **Director, Business Development** to help shape the continued growth of its diverse portfolio of businesses and partnerships across the North. Combining commercial insight, financial acumen, and relationship leadership, the Director will help strengthen KC's existing portfolio, identify new opportunities, and advance meaningful economic benefits for the Kitikmeot region.

Location: Cambridge Bay, Nunavut
Work Arrangement: On-site with extensive travel required
Position Type: Full-time, salaried
Level: Director level, reporting to the Chief Operating Officer
Travel: Frequent travel, 30-40%

The Organization

Kitikmeot Corporation (KC) is the business development and investment arm of the **Kitikmeot Inuit Association**, established to generate long-term economic growth and opportunity across the Kitikmeot region of Nunavut. Through a diverse portfolio of more than 25 subsidiaries, partnerships, and joint ventures, KC invests in businesses that support the North's economy, including mining, construction, transportation, real estate, environmental services, aviation, and community infrastructure.

As a 100% Inuit-owned organization, KC works to create sustainable economic opportunities that strengthen communities and generate lasting benefits for Inuit. In addition to investing in businesses, KC helps connect partners with local knowledge, relationships, resources, and opportunities that support growth across the Kitikmeot region and Canada's North.

Governed by a Board of Inuit beneficiaries appointed by the Kitikmeot Inuit Association, KC combines commercial discipline with a long-term commitment to the prosperity and well-being of the region it serves.

Vision

Kitikmeot Corporation envisions a region with a vibrant economic climate capable of providing a wide range of sustainable business and employment opportunities to its residents.

Mission

Kitikmeot Corporation's mission is to facilitate growth for our partner companies and for the Kitikmeot region of Nunavut. By nurturing strong relationships and being a beacon of support, we can continue to build a stronger North together.

KC Group of Companies

The KC Group of Companies represents a broad network of Inuit-owned businesses, subsidiaries, and joint ventures serving the Kitikmeot region and Canada's northern economy. Together, these companies create employment, strengthen regional capacity, and pursue business opportunities across a wide range of sectors.

Explore the **KC Group of Companies** or learn more about **Kitikmeot Corporation**.



The Opportunity

The Director, Business Development plays an important role in strengthening and growing KC's diverse portfolio of subsidiaries, partnerships, and joint ventures. Working closely with the Chief Operating Officer, the Director will assess business performance, support productive partner relationships, and provide the insight and analysis needed to inform sound decisions across investments operating in multiple sectors.

The role also looks ahead, identifying and evaluating new ventures that align with KC's commercial objectives and commitment to creating meaningful benefits for Inuit. This is an opportunity to combine financial and business acumen with relationship leadership, helping KC protect and grow its existing investments while pursuing new opportunities for the Kitikmeot region.

The Opportunity continued

Key Responsibilities

Key duties and responsibilities of the **Director, Business Development** include:

Managing Existing Business Relationships

- Monitors the financial performance and key performance indicators of KC Group companies, with a primary focus on joint ventures and limited partnerships, to ensure financial performance and Inuit benefit expectations are being achieved.
- Supports KC's day-to-day operations, with primary responsibility for managing joint ventures and limited partnerships.
- Ensures KC and KC Group companies are registered and in good standing with relevant business registries, including NTI's Inuit Firm Registry, the Kitikmeot Qualified Business Registry, Nunavummi Nangminiqaqtunik Ikajuuti, and applicable municipal business licence registries.
- Ensures corporate registrations, annual filings, and other mandatory documents are prepared and submitted to the appropriate corporate registrars. This includes maintaining Shareholder, Board, and Officer Registers and filing meeting minutes, financial statements, and other required documentation.
- Maintains corporate minute books for approximately 15 companies and corporate summary binders for several others.
- Facilitates WSCC coverage for KC subsidiaries and joint ventures, as required.
- Undertakes special projects related to the sale, restructuring, or dissolution of KC companies and investments, as directed by the COO.

Business Development

- Identifies new investment opportunities for KC.
- Conducts business and financial analyses of potential investment opportunities, including business, economic, socio-economic, and financial considerations.
- Presents detailed investment analyses and recommendations to the COO and, as requested, to the President & CEO and the KC Board of Directors.
- Works with the COO to facilitate and participate in joint venture negotiations and corporate acquisitions approved by the Board.
- Works with the COO and legal advisors to conduct due diligence and support the preparation and finalization of contracts, acquisition documents, and related agreements.

The Opportunity continued

Key Responsibilities

Key duties and responsibilities of the **Director, Business Development** include:

Raising Third-party Funding

- Prepares applications for financing and third-party funding, including pro forma financial statements as required.
- Prepares reports for government funders on grants and contributions received.
- Assists the COO with project management, including monitoring expenditures against approved budgets, tracking contractor schedules and deliverables, and compiling invoices, payment records, and other information required by funding agencies.

External Relations

- Supports initiatives that promote KC and its subsidiaries and joint ventures.
- Represents KC at conferences and trade shows and coordinates the organization's participation, including at events where KC is an exhibitor.

Corporate Support

- Ensures annual Nunavut business certifications, licences, and renewals are completed and submitted.
- Coordinates and supports Board meetings, including scheduling, distributing documentation, obtaining required signatures, and recording minutes.
- Supports the President and the COO in developing business opportunities related to Inuit employment and marketing.
- Participates in staff meetings, training, planning, working groups, and other KC initiatives.
- Contributes to KC's strategic planning.
- Reports to the KC Board of Directors as requested.

The Opportunity continued

Working Conditions

- **Travel & Physical Requirements:** The position involves extended periods of desk work, meetings, and frequent air travel within the Kitikmeot region and across Canada. Due to flight schedules and Arctic weather conditions, business trips may occasionally extend beyond one week. Extensive overtime may be required.

- **Work Environment:** The position is based in a climate-controlled office in Cambridge Bay, Nunavut. Travel throughout Nunavut and Canada may involve extreme weather, delays, and other disruptions associated with remote and northern travel.

- **Sensory Demands:** Sensory demands associated with this role are minimal.

- **Mental Demands:** The role requires balancing multiple priorities and competing deadlines while working with diverse perspectives. The Director will be expected to provide strategic advice to senior leadership and the Board, make presentations, exercise sound judgement, and maintain a high degree of attention to detail in a dynamic business environment.



The Candidate

The ideal candidate is a strategic and relationship-driven business leader who combines commercial acumen with sound judgement, curiosity, and a collaborative approach. They are comfortable operating in complex environments, bringing the ability to assess opportunities, evaluate risk, and translate financial, operational, and market information into clear recommendations that support long-term organizational success.

Equally skilled at building partnerships and identifying new opportunities, the successful candidate is a trusted advisor who can establish credibility with business leaders, investors, governments, Indigenous organizations, and community stakeholders. They bring experience in business development, investment analysis, economic development, or related fields, along with strong communication and relationship management skills. Whether evaluating a potential investment, supporting a joint venture partner, or advancing a new opportunity, they approach their work with professionalism, integrity, and a commitment to creating meaningful economic benefits for the Kitikmeot region.

Inuk candidates, Inuit beneficiaries, or other Indigenous candidates are strongly encouraged to apply. Knowledge of the North, Inuit culture, and the economic and political context of Nunavut would be highly valued.



Knowledge, Skills, and Abilities

- Competency in financial modelling, market research, and the development of business plans.
- Ability to work independently and to make sound business decisions in an unstructured environment.
- Strong business acumen and the ability to assess businesses at the formation stage and throughout their operations.
- Experience securing government funding for economic development projects, including preparing detailed applications and supporting pro forma financial statements.
- Strong communication skills in a business environment, including the ability to present business cases in a cohesive manner and make presentations to audiences at an executive level.
- Effective negotiation skills.
- Demonstrated confidence and discretion in public relations activities, including those required during business-related social functions.
- Ability to maintain confidentiality.
- Knowledge of the following would be advantageous:
  - bidding and contracting procedures
  - the mining and mineral exploration sector
- Adept cross-cultural communication skills.
- The ability to read, write, and speak Inuinnaqtun or Inuktitut would be an asset.

Education & Experience

- Minimum five years of progressive experience in business development, investment analysis, economic development, corporate management, or a related field.
- Demonstrated experience evaluating business opportunities and developing business cases, plans, or growth strategies.
- Strong financial analysis and commercial acumen, with the ability to assess opportunities and support informed decision-making.
- Experience leading or supporting negotiations, partnerships, joint ventures, or strategic business relationships.
- Knowledge of the mining sector, northern economies, and/or Nunavut's business and regulatory environment is considered an asset.



The Location

Located on the southern coast of **Victoria Island, Cambridge Bay (Iqaluktuuttiaq)** is the largest community in Nunavut's Kitikmeot region. Known for its rich Inuit heritage, welcoming community, and stunning Arctic surroundings, Cambridge Bay serves as an important regional centre for government, education, transportation, and research.

With a population of approximately 2,000 residents, the community offers a unique northern lifestyle shaped by strong cultural traditions, close community connections, and a deep relationship with the land and sea. Residents enjoy access to modern services and amenities alongside exceptional opportunities to experience the natural beauty and outdoor activities of Canada's Arctic.

Application Process

To apply, please submit a cover letter outlining your interest, qualifications, and experience, together with your resume in PDF format, to Pathways Executive Search.

Email your application to: **Applications@PathwaysExecutiveSearch.com**, including **Kitikmeot Corp—DBD** in the subject line. We encourage applications before **November 1st, 2026** (this is not a hard deadline; we are in market until the position is successfully filled).

Please note: In the latter stages of the selection process, the following additional steps may be required for individuals who are invited to an interview with the selection committee:

- Declaration of Indigenous heritage.
- Information and/or correspondence that supports their self-declaration. Items supporting the self-declaration may include:
  - Letters of support from your Indigenous Community.
  - Reference letters from Indigenous members of your community.
  - Documentation supporting your confirmed citizenship as a member of a recognized Inuit, First Nations, and/or Métis group.

For more details or to explore this opportunity further, please contact:

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Pathways Executive Search is an international executive recruitment firm, known for its ability to attract and recruit talent in culturally grounded ways. Guided by Indigenous values and principles of Indigenous inclusion, Pathways walks with those looking to broaden candidate pools, find qualified and experienced candidates, and live out their values and commitment to creating workplace cultures where people can thrive.