



PATHWAYS
EXECUTIVE SEARCH



Chief Executive Officer
Nawash Economic Development Corporation



The Organization

The Nawash Economic Development Corporation is searching for a dynamic, passionate, experienced Chief Executive Officer (CEO) to work with the Board to build a growing economic development organization that creates economic opportunities and benefits for Chippewas of Nawash Unceded First Nation. The ideal candidate for this position has a proven track record of business planning, execution and assessment and has the effective team management skills necessary to motivate a results-oriented team.

About the Organization

Chippewas of Nawash Unceded First Nation (CNUFN) has many promising economic development opportunities, including tourism, resource management, utilities, etc. The Nawash Economic Development Corporation (NEDC) was created recently to capitalize on these economic opportunities for the well-being and enrichment of the CNUFN. The organization is ready for growth in many directions, including job creation for a small, goal-oriented team.

Vision and Mission Statement

NEDC will support CNFN by exploring and developing wealth creation strategies for long-term sustainability that are consistent with CNFN's values and priorities, as identified by Chief and Council and the community.

The Role

The Chief Executive Officer (CEO) oversees the overall operations of NEDC and its portfolio of companies and partnerships. Working closely with the Board of Directors, the CEO will lead the organization in operationalizing and executing the strategic direction set by the Board. The CEO will be responsible for ensuring a self-sufficient, stable foundation for wealth creation, self-sufficiency, and economic independence, creating and advancing the organization's vision and mission while contributing to a healthy, diversified, strong Chippewas of Nawash economy.

Because NEDC is a new organization, the CEO currently has no direct reports. This will change as the organization grows.

Responsibilities

- With Board input, develop an operational structure for the organization.
- Work with the Board to build a revitalized Economic Development organization for the CNUFN.
- Provide leadership in developing and executing organizational strategic and operational plans under the direction of the Board of Directors.
- Facilitate community and economic development planning processes, including articulating a vision, goals, and objectives for the NEDC.
- Ensure the Corporation's compliance with all applicable laws, rules, regulations, and standards, providing advice and recommendations for policy updates and other changes, as necessary.
- Manage day-to-day financial operations and ensure accurate and timely financial reporting in compliance with sound financial accounting principles, practices and procedures.
- Promote the profile of NEDC and its business entities as respected and professionally run businesses.
- Build and strengthen relationships with existing and prospective industry partners, as well as other external stakeholders.

Responsibilities continued

- Establish and track metrics, reporting to the Board of Directors on progress against goals and objectives.
- Provide leadership for human resources strategic planning and activities and oversee performance management, performance development, and performance improvement programs.
- Conduct periodic assessments to measure employee satisfaction and employee engagement.
- Foster community engagement related to economic development opportunities.
- Develop economic profiles of the community to identify and make recommendations on sectoral opportunities for economic development (i.e., Tourism, Forestry, Arts, etc.).
- Maintain economic development files and reports.
- Identify capital development opportunities.
- Research private and public sector development funding, business, and investment opportunities to build out the financial health of NEDC.
- Advocate for financial resources from federal and provincial sources.
- Prepare proposals for funding to support community economic development.
- Ensure compliance with all regulatory filings
- Prepare reports as necessary or requested by the Board.
- Perform other duties relevant to the success of NEDC and CNUFN as assigned by the Board.
- Ensure compliance with the community's policies, legislation and other overarching governing documents.
- Attend all meetings of the Board of Directors and provide the Board with all necessary information, support, and recommendations to facilitate sound decision-making.
- Prepare Board of Directors meeting material and agendas, produce draft meeting records and ensure timely and effective communication of key strategic and operational matters.
- Implement - Board directions and decisions in an efficient and effective manner.

Working Conditions

- **Mental Effort:** some may find tight deadlines and interactions with persons and or situations stressful
- **Position Type/Expected Hours of Work:** regular full-time hours of 37.5 hours per week, with the requirement to work some evenings, weekends, and holidays
- **Hybrid:** both remote and in-person until a permanent location is secured within the territory
- **Location:** Saugeen Ojibway Nation Territory, Ontario
- **Travel:** travel within Ontario and other provinces pertinent to the business of NEDC may be required.

The Candidate

The CEO must have a history of demonstrated dynamic leadership and possess the following:

Qualifications, Skills, and Abilities

- Excellent research and analytical skills.
- Awareness of human-resources-related issues specific to First Nation Peoples and culture.
- Able to prepare accurate and professional documentation, reports, submissions, and recommendations.
- Able to work independently and in cooperation with others with minimal supervision.
- Able to establish effective partnerships with internal and external programs and resources.
- Advanced skills in Microsoft Office (Word, Excel, Outlook, PowerPoint).
- Skilled in project management and project evaluation techniques.
- Skilled in electronic data reporting.
- Skilled in note-taking, file management, and record keeping
- Able to prepare budgets, read financial statements, and maintain accurate monthly reports.
- Strong negotiation experience.



The Candidate continued

Education and Experience

- Master of Business (MBA) with a minimum of 5 years of successful work experience directly related to the abovementioned Responsibilities.

or

- University Degree -- in a related field such as Business, Economics -- with a minimum of 10 years of successful work experience directly related to the abovementioned Responsibilities.
- Project Management training would be an asset.
- Excellent verbal and written communication and proven presentation skills.
- Proven leadership skills, developed through previous senior management roles and professional development, and the ability to work with minimum supervision.
- Demonstrated success in creating, fostering, and maintaining strong working relationships.
- Ability to solve problems and inspire excellence in a team.
- Experience working with First Nation governance and Boards, with strong knowledge of corporate governance and First Nation communities.
- Proven record of managing the overall business and achieving financial, commercial, and operational objectives.
- Ability to meet budgeting and financial reporting requirements for the Board.
- Experience in Construction, Project Management, Tourism, and Technology.
- Previous experience working with/in an Indigenous-owned Business/Community.
- Appreciation of First Nations culture, traditions, procedures and protocols.

About the Community

Chippewas of Nawash Unceded First Nation (CNUFN) is an Anishinaabek community known as Neyaashiinigiing, meaning “point of land surrounded on three sides by water.” CNUFN is located on traditional territory of the Saugeen Ojibway Nation and nestled between high limestone bluffs on the eastern shore of the Bruce Peninsula. Neyaashiinigiing offers opportunities for hiking on the Bruce Trail, fishing, swimming and a wide range of Anishinaabe cultural experiences. Learn more about the history of CNUFN [here](#).

The Application Process

To learn more about this leadership opportunity, please submit a comprehensive résumé and cover letter in confidence to Pathways Executive Search.

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 First Nations, Inuit and/or Métis group.
- Proof of Education

Consideration of candidates will begin as they are received, with a formal review beginning in early November 2024. Nominations, applications, or expressions of interest should be directed to the following members of the Pathways team:

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Pathways Executive Search is a national recruitment firm offering Indigenous-focused professional services. With a mission to make recruitment and career journeys less challenging and more equitable, Pathways is guided by Indigenous values and principles of Indigenous inclusion, which underscore the capacity to build an inclusive process for all racialized and equity-deserving professionals.