



Citxw Nlaka'pamux Assembly

JOB POSTING

General Manager

JOB TITLE: **General Manager**

REPORTS TO: Citxw Nlaka'pamux Assembly Board of Directors

TERMS: Full time permanent position

CLOSING DATE: November 25, 2022

Position Purpose

The Citxw Nlaka'pamux Assembly (CNA) is seeking an energetic and self-motivated General Manager, who will take on a variety of challenges and opportunities and play an integral role in the continued strengthening of the vision for the CNA, a not-for-profit corporation serving 8 First Nations communities.

The CNA was established to manage and administer Agreements between eight Indian bands and a major mine and the Province of BC. The General Manager will be responsible for overseeing the operation and continued development of the CNA organization. The position is located in Merritt, BC and serves First Nations communities in Ashcroft, Merritt, Spences Bridge, Lytton and Boston Bar areas.

Job Responsibilities

Reporting to the Board of Directors, the successful candidate will:

- Working under direction of the CNA Board to implement the Citxw Nlaka'pamux including the vision, strategy, operating policies, financial resources, organizational structure and staffing;
- Working with agreement partners to ensure that the commitments are met by each of the signatories;
- Developing and coordinating a Communications Plan to share information, and engage with Band administrations and members from the 8 bands and the CNA Board, regarding consultation matters that arise from time to time related to the Mine;
- Bring financial expertise to the budgeting process and encourage sound administrative policies and practices;
- Establish and maintain good relationships with member First Nations, governments, industry, and partners;

Job Responsibilities con't

- Foster the vision of the organization, coach and mentor staff, and encourage employee training and development; and
- Support Board established goals and priorities.

Qualifications

Preferred qualifications include the following:

- A degree in commerce, economics, public administration or similar discipline, or equivalent education and experience;
- Energetic person with demonstrated experience in strategic planning, inter-government relations, program management, project management, budgeting and human resource management;
- Have progressive leadership abilities and can work effectively in a team environment with the Board, community Leaders, members and staff;
- Have superior interpersonal skills;
- Have competent computer skills;
- Have strong knowledge of social and economic issues facing First Nations;
- The ability to adapt to a rural, small community;
- Mature, credible, and comfortable in dealing with senior corporate executives and First Nations community leaders.



We offer an attractive salary and benefit package commensurate with experience and qualifications. Preference will be given to candidates with aboriginal ancestry.

Explore this exciting opportunity by submitting your résumé and 3 references by 12:00pm, November 25, 2022, to:

Citxw Nlaka'pamux Assembly

ATTN: David Walkem, Chairperson

Email: HR@cna-trust.ca

In Person: 2025-A Granite Ave, Merritt BC

Fax: 250-378-2910

We wish to thank all applicants for their interest and effort in applying for the position; however, only candidates selected for interviews will be contacted. Your application to this posting is deemed to be your consent to the collection, use and necessary disclosure of personal information for the purposes of recruitment. Citxw Nlaka'pamux Assembly respects the privacy of all applicants and the confidentiality of personal information.