



DIRECTOR OF OPERATIONS

Hitacu, British Columbia
Posted on: February 13, 2018

The Yuutu?it?ath Government has a unique opportunity for an experienced **Director of Operations** who is dynamic, confident, and an energetic professional with experience in senior management within a First Nation organization. Yuutu?it?ath Government is located near the District of Ucluelet on the west coast of Vancouver Island. We have a total registered population of 722 citizens and we are a member of the Maa-nulth Treaty. Yuutu?it?ath Government signed a Self-Government Agreement with Canada on July 22, 2008, which became effective on April 1, 2011. The government manages various programs offered by Aboriginal Affairs and Northern Development Canada and other funding agents to benefit its citizens and to implement its treaty.

The Director of Operations is responsible for the overall management, oversight, operations, and budgets of the Yuutu?it?ath Government Administration. The successful candidate is a superior performer who is self-motivated to provide Yuutu?it?ath Government with strategic planning, treaty implementation strategies for the President and Members of Legislature decisions and advice on policy, legislation and various other Legislature initiatives.

EDUCATION/TRAINING/CERTIFICATION:

- Masters' Degree in Business Administration preferred
- A Bachelor Degree in Management, Business, Human Resources, or Finance
- Or a combination of education and 10 years' equivalent experience in senior management with a First Nation organization.

KEY COMPETENCIES

- Extensive experience working within First Nation governance framework such as Executive, Boards of Directors, Corporations, or equivalent and the implementation of strategies of executive decisions
- Extensive knowledge in First Nation culture, practices, and laws with the knowledge of the social and economic issues facing First Nations.
- Thorough experience of First Nation administration, programs and services, finances, policies and procedures – including First Nation health, education, housing, social development, capital facilities, economic development, committees, Elders and Youth.
- Superior capability for project management, coordination, monitoring, and conflict resolution.
- Sound knowledge of financial accounting principles and practice, and experience with reviewing budgets, monitoring procedures and reporting systems.
- Demonstrated excellence with human resources such as building and sustaining respectful relations and communications with management, staff, and citizens.
- Demonstrated ability for visioning and implementation of strategic planning and organizational teamwork of departmental goals and policies, treaty implementation, and community priorities.
- Superior oral, written, negotiation, critical thinking, multi-tasking, and problem solving skills.

To read more about the Yuutu?it?ath Government, please visit our website at www.ufn.ca.

How to Apply: please submit your covering letter, resume, and three recent employment references to the attention of **Alex Touchie, Administrative Coordinator**, by email (alex.touchie@ufn.ca), fax (250-726-7552), by mail (PO Box 699, Ucluelet, BC V0R 3A0) or in-person (700 Wya Road, Hitacu, BC).

Closing Date: Friday, March 16, 2018 at 4 p.m.

Thank you in advance for your application. The above general description of requirements for interested parties and a formal job description and other details will be discussed with those selected for an interview.