



**MUNSEE-DELAWARE NATION ADMINISTRATION
OFFICE**
289 Jubilee Rd. Muncey ON N0L 1Y0 Tel (519) 289-5396 Fax (519)
289-5156

Executive Position Opportunity Nation Manager

Posting date: November 17, 2021, Closing date: Open Until filled

The Munsee-Delaware Nation is seeking a dynamic leader to fill the position of Nation Manager. The Munsee-Delaware Nation is a Lenape community of nearly 800 members located approximately 25 km southwest of London, Ontario on the Thames River.

GENERAL DESCRIPTION:

The Nation Manager reports to the Munsee-Delaware Council and provides leadership to the staff dedicated to providing the programs and services delivered to the members of the Munsee-Delaware Nation and ensures that they are provided in an effective and efficient manner. A key responsibility of the position is to provide advice and support to the Munsee-Delaware Chief and Council and to ensure the Council directions and strategic priorities are realized and continue to move the Nation forward.

QUALIFICATIONS:

To be successful in this leadership role the ideal candidate will have a post-secondary education in public administration, business administration or a relevant field with a strong financial background and 5-7 years' experience in administration with progressively more responsible roles in management and leadership. Critical qualifications for the role include:

- Excellent communication, diplomacy, and interpersonal skills.
- Demonstrated ability to manage a complex organization including reporting, budgeting, financial management and experience in human resource management and policy development.
- Ability to lead and motivate others, a proven ability to organize time and work, to make sound decisions, to provide effective supervision, and to develop policies and procedures.
- An understanding of the principles of strategic planning and a proven track record in accomplishing the strategic priorities of an organization.
- An understanding of First Nation culture, Aboriginal and Treaty Rights, and government, laws, regulations and procedures and governance would be an asset.

The full job description is available upon request

INTERESTED CANDIDATES:

If you are interested in this exciting opportunity to be a leader of a team that is dedicated to service excellence, continuous improvement and innovative thinking please apply with your resume and cover letter to:

**Munsee-Delaware Nation
Attention: Human Resources
289 Jubilee Rd., Muncey, ON, N0L 1Y0**

**In a sealed envelope marked “CONFIDENTIAL”
Or
email to employment@munsee.ca with the subject line “Nation Manager”**

We would like to thank all those who apply, however, only applicants selected for an interview will be contacted.