



Administration Office
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www.munsee.ca

Executive Position Opportunity Nation Manager

Re- posting date: June 28, 2022, Closing date: Open until filled

The Newly Elected Chief & Council from 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 is an asset.



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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 and 2 recent employment-related and 1 character reference with copies of educational documents 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.