



An Experience in Canada's True North
Executive Director

The Job

Reporting to Chief and Council and with added direction from the Management Committee, the Executive Director is responsible for leading, planning, managing and implementing Vuntut Gwitchin Government programs, services and policies in accordance with the Governance Act, Resolutions and Strategic Plans. The position is also responsible for supervising Departmental Directors, exclusive of the Director of Finance and serves as a team member of the VGG Management Committee.

The position is also responsible for ensuring effective liaison, on behalf of Chief and Council, with Officials of the Federal, Territorial Governments and other First nations, agencies and business associates in support of Vuntut Gwitchin goals and objectives.

The Candidate

The ideal candidate will hold a degree in one of the following: Business or Public Administration, First Nations Governance, or humanities/social sciences and have at least 5 years relevant work experience at a senior management level. The ideal candidate will have knowledge of corporate and/or government management methods that include financial and human resources, strategic planning, and policy development. Ideal candidate will also possess strong interpersonal, analytical, negotiation skills as well as excellent oral and written communication skills. The ability to work independently and in a team is essential. Experience working in the public service (or First Nation Government, Federal or Territorial) would be an asset.

About Old Crow

Old Crow is a small remote air access only Northern Community of approximately 300 people. It is the home of the Vuntut Gwitchin. Services and facilities include the modern Vuntut Gwitchin Government administration building with a high tech computer system, a community centre, youth centre, ski lodge, and airport with 5 flights to Dawson City and Whitehorse per week. There's high speed internet, a nursing station with a visiting doctor, a modern school, a college campus, and a grocery store with post office and bank. Numerous activities are held in the community, and residents enjoy visits from a variety of professionals including archeologists, anthropologists, reporters, and camera crews.

Salary: \$91,919 - \$119,495 per annum plus an excellent benefit package.

This is a full-time term position based on 32.5 hours per week.

A detailed job description is available at: <http://www.vgfn.ca/employment>

Minimum one-year term commitment is required.

Closing date: Friday, November 18th, 2011 @ 4P.M. We thank all applicants but only shortlisted candidates will be contacted.

Please submit resumes that include job experience related to position to:

Cheryl Charlie,
Manager, Human Resources
Vuntut Gwitchin Government
Box 94, Old Crow, Y.T. Y0B 1N0
Phone: (867) 966-3261, ext 258
Fax: (867) 966-3800
Email: hrd@vgfn.net

While qualified VGFN citizens will be given preference, all interested and qualified individuals are encouraged to apply.

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