



An Experience in Canada's True North
Director, Finance and Human Resources

The Job

Reporting to the Chief, this position is responsible for the administration of the consolidated revenue fund, the integrity of the financial reporting system of Vuntut Gwitchin Government and for ensuring that the Vuntut Gwitchin Government operates within the approved annual budget. This position oversees development and implementation of financial internal control policies and procedures to ensure Vuntut Gwitchin Government assets are safeguarded and provides support to departments in managing budgets. Position also oversees the human resource function which includes recruitment, staff relations, performance management, compensation, and succession planning. Position supervises the Finance Manager and Human Resources Manager. This position also serves as a member of the Management Committee.

The Candidate

The ideal candidate will hold a degree in one of the following: Accounting or Business Administration or a professional Accounting designation and have at least 5 years relevant work experience at a senior management level. The ideal candidate will have substantial knowledge (both in depth and broad) of accounting practices in public and private sector and knowledge of human resources management principles, theory and practices involving recruitment, staff retention, Canada Labor Code, employee relations, policy development and staff engagement.

Ideal candidate will also possess strong interpersonal, mediation, analytical 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 (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 6 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: \$96,288- \$125,575 per annum plus an excellent benefits 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 August 23rd, 2013 @ 5P.M. We thank all applicants but only shortlisted candidates will be contacted.

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

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