



An Experience in Canada's True North

**Vuntut Gwitchin First Nation** is requiring the services of a person to fill the position of Director, Government Services.

Vuntut Gwitchin First Nation is a self-governing First Nation. The position is located in Old Crow, Yukon.

**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 (except in the winter when it is 3 flights). 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.

**The Job**

Reporting to the Executive director, this senior management position is responsible for the day-to-day management of the Government Services department. This includes overseeing the municipal services, construction and renovation projects, building operations and maintenance and Landlord and tenant relationship. The position supervises a number of managers in the department.

**Qualifications**

- A degree or Diploma in one or more of the following: civil engineering, building technology, project and property management or the equivalent in experience with relevant training.
- Broad knowledge of First Nations Government Systems and awareness of Housing issues affecting First Nations People both locally and nationally.
- Knowledge of building construction codes and regulations.
- Supervision skills with at least two years at a senior level either in private or public sector.
- Previous experience in a First Nation community is an asset.

**Pay Range**

\$59,529-\$77,387 per annum plus an excellent benefit package

This is a permanent full-time position based on 32.5 hours per week. (6.5-hour workday 9:00 a.m. to 12:00 p.m. & 1:00 to 4:30 p.m)

Minimum one-year term commitment is required.

**Closing date**

This position will close when a suitable candidate is hired. We thank all applicants but only shortlisted candidates will be contacted.

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

Please forward your resumes to:

HR Department

C/O Brenda Kaye

Vuntut Gwitchin Government

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