



EMPLOYMENT OPPORTUNITY

Business and Economic Development Manager

Department: HIAH Economic Development

Classification/Level: Senior Management (\$72,800.00 - \$135,200.00)

+ Group Pension & Extended Benefits

Employment Status: Full-Time Regular

Position Summary:

The Business and Economic Development Manager will serve as a strategic leader in the planning and support of all M'Chigeeng First Nations economic development goals. The Business and Economic Development Manager will be responsible for developing, implementing, and reporting economic, development partnerships, initiatives, and long-term planning for major projects. The Business and Economic Development Manager will lead and participate in policy work, creating processes, writing proposals, and seeking revenue and funding opportunities for M'Chigeeng First Nation.

The Business and Economic Development Manager will review the existing structural relationship between HIAH Economic Development Corporation, MERE, MFN FreshMart Grocery Store, Grasshopper and M'Chigeeng First Nation and review existing business entities owned and affiliated by MFN. The Business and Economic Development Manager will create efficiencies and long-term plans, review and assess supports for existing band members businesses, develop and support new and existing entrepreneurs, and create a long-term plan for economic development for both M'Chigeeng First Nation and its membership.

Essential Functions:

- Establish strategic direction for community economic development and create a comprehensive economic plan for the benefit of MFN and band member businesses.
- Define, develop, and implement both short-term and long-term goals for growth.
- Lead the development of new and innovative programs and initiatives, assists with proposal development, and motivates community members to participate in business and training opportunities.
- Organize and carry out economic development programs and projects through the phases of conceptualization, planning and development as well as implementation.
- Produce and publish an annual report once per fiscal year outlining the corporations' activities and achievements for the period.

Qualification:

- Bachelor's degree in business management, business, business administration, economic, commerce, or a related field.
- At least five (5) years work-related experience in progressive management responsibility in business based on a multi-disciplinary team approach.
- Strong knowledge of research and analytics relating to current and future economic development projects.
- Knowledge of First Nations culture and experience working in or with First nations, understanding the unique political, legal, and business values of First Nations.
- Must be a strategic and proactive thinker with strong entrepreneurial and networking skills.
- Strong skills marketing, public speaking, and financial/project management.
- Excellent verbal and written communication skills particularly in business writing.
- Advanced communication skills (particularly Microsoft Office), Proven, well developed staff, public relations.
- High level experience with proposal writing, budgeting, and reporting. Knowledge of corporate entities would be an asset.
- Considered an asset with an Aboriginal Economic Development certification and Finance management experience.
- Ability to speak and understand the Ojibwe language would be a strong asset or willingness to learn.

Must provide a clear Police **Criminal Reference Check (CRC)** and upon hire.

M'Chigeeng First Nation is in a position of trust to its members and is committed to providing a safe and secure work environment.

Application Closing Date: Open Until Filled

Business and Economic Development Manager

c/o Human Resources

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