



**First Nation of Na-Cho Nyäk Dun
Mayo, Yukon**

**CAREER OPPORTUNITY
Director of Finance**

The community of Mayo is situated at the confluence of the Mayo and Stewart Rivers, approximately 400 km north of Whitehorse within the Traditional Territory of the First Nation of Na-Cho Nyäk Dun. The wilderness in Mayo's backyard is a natural attraction for residents and visitors.

THE OPPORTUNITY

You will be responsible for ensuring that the financial affairs of FNNND are maintained at the highest level, ensuring legal and regulatory compliance. This includes direct responsibility for establishing and maintaining financial policies, procedures, controls, and reporting systems (including GST, Income Tax, funding and contribution agreements and investment portfolios). The supervision and development of Finance department staff will enhance your success in this position.

You will provide leadership and coordination for the annual budgeting process, including briefings to Council as required. The Director Finance is extensively relied upon for providing financial expertise to FNNND, General Assembly, the Financial Management Committee, Department Directors and Managers.

THE IDEAL CANDIDATE

You will possess a Degree in Accounting or Business Administration designation [CPA or CAFM] supplemented by at least three years of experience in a senior management capacity. You will have demonstrated knowledge and experience with Canadian Generally Accepted Accounting Principles [GAAP] Prior experience working within a First Nations environment is preferred.

An equivalent combination of education and experience will be considered.

We are looking for someone who can lead annual multi-year budgeting processes and effectively manage established budgets. Your strong decision-making and problem-solving skills will be key to your success in this position. The ability to communicate effectively with staff, citizens and the public is required.

This position includes the following special working conditions.

- Criminal Records Check
- Valid Class 5 Yukon Driver's License and Abstract

Job description: <https://www.nndfn.com>

Please submit a Cover Letter and Resume to:

Karen Clark-Marlow
Director, Human Resources Development & Capacity
First Nation of Na-Cho Nyäk Dun
PO Box 220
Mayo, YT Y0B 1M0 E-mail: hrd@nndfn.com

Closing Date: Friday, February 10TH, 2023

You must be a resident of Canada in order for your application to be considered. Preference will be given to qualified NND Citizens. We thank all those who apply; however, only those considered for further consideration will be contacted.

