



First Nation of Na-Cho Nyäk Dun EMPLOYMENT OPPORTUNITY

COMPETITION #: 9130-24-700-20

Position: FINANCE DIRECTOR

Department: Finance

Location: Government House, Mayo, Yukon

Status: Regular Indeterminate

Hours: 75 Hours Bi-Weekly

Posting Date: September 18, 2024

Closing Date: October 4, 2024

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

THE OPPORTUNITY

You are 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).

You will demonstrate 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. The position involves leading the planning of multi-year budgeting processes as well as maintaining established budgets.

THE PERSON

We are looking for someone who will demonstrate a solid commitment to and respect for the spirit and core values of the FNNND organization, setting an example for professional and ethical behaviours. The ability to communicate effectively with staff, Citizens and the public is required. You will achieve results by encouraging and supporting the contributions of others and lead by example.

QUALIFICATIONS

The successful candidate 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.

ANNUAL SALARY RANGE: \$ 125, 335.00 - \$ 182, 304.00 Annually. The FNNND offers a competitive benefits package including shared pension contributions, extended health, and dental plan. Subsidized housing and relocation assistance is available.

If you are interested in this opportunity, please send Cover Letter and Resume to:

Karen Clark-Marlow
Director, Human Resources and Capacity
First Nation of Na-Cho Nyäk Dun
Box 220, Mayo, Yukon Y0B 1M0
E-mail: hrd@nndfn.com
Phone: 867-996-2265 ext. 203

Please note: In order for your application to be considered you must be a permanent resident of Canada. Preference will be given to First Nation of Na-Cho Nyäk Dun Citizens. Although we thank all those who apply only those selected for further consideration will be contacted.