



# Little Salmon Carmacks First Nation

Together today for our children tomorrow.

July 25, 2023

## EMPLOYMENT OPPORTUNITY

**Governance Director (Governance Department)**

**Permanent-Full Time**

### Qualifications:

Successful completion of an undergraduate degree in public administration or a related field of study; A minimum of 3 years of experience in a senior public sector position, preferably with a Self-Governing Yukon First Nation.; Extensive knowledge and experience in negotiations is a considerable asset.

- Knowledge of LSCFN's history, culture, language, demographics, goals and aspirations
- Knowledge of the Land Claims process
- Knowledge of the Final and Self-Government Agreements
- Knowledge of Yukon and Federal Government structures and processes
- In depth knowledge of LSCFN laws and Constitution
- Knowledge of issues related to agreements, plans and matters related to assigned duties
- Knowledge of a broad range of functions of all LSCFN departments and programs

### Main Duties:

Reporting to the Executive Director, the incumbent oversees the implementation of LSCFN Final and Self-Government Agreements and works closely on the negotiation of amendments to these agreements and their implementation plans, as well as protocols, Financial Transfer Agreements, Program/Service Transfer Agreements and related matters. The incumbent is also responsible for managing consultants, representatives and lawyers related to the above. The Governance Director is a member of the Senior Management and will be responsible for the following:

- Prepares for and leads negotiations regarding LSCFN financial agreements
- Ensuring that LSCFN legislation, policies, processes and procedures are developed, as needed
- Leads ongoing review and updating of LSCFN policies and legislations
- Ensuring that Chief and Council, the Executive Director and impacted departments are briefed on negotiation matters, as required
- Plans, develops and oversees implementation of a communications strategy for LSCFN
- Ensure overall vision and goals of LSCFN are followed
- Develops and maintains strong intergovernmental relations with other First Nation Governments, Government of Canada, Yukon Government, Boards & Committees and organizations
- Manages projects as assigned by Executive Director
- Supervises staff, consultants and others as needed
- Other relevant duties as assigned by Council or the Executive Director

**LSCFN Recruitment Policy will apply.**

### What we can offer you:

- ✓ **Annual Salary Range: \$113,285.26-\$135,580.26**
- ✓ **RRSP matching competitive retirement contributions**
- ✓ **Comprehensive benefits package, Medical, Dental, Vision benefits**
- ✓ **Expected hours of work Monday to Friday 8:30 to 4:30 with some flexibility in line with the needs of the program.**

If you are interested, please submit your expression of interest along with your resume by 4:30P.M. August 14, 2023 to:

Doris Johnson, Human Resource Officer  
Little Salmon Carmacks First Nation  
PO Box 135, Carmacks Y.T. Y0B 1C0  
Phone: (867)863-5576 ext 280 Fax: (867)863-5710  
Email: [resume@lscfn.ca](mailto:resume@lscfn.ca)

Please contact us if you require a job description. While LSCFN thank all applicants, **only those candidates selected for an interview will be contacted.**

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**Caring, Sharing, Respect and Teaching**

Post Office Box 135, 52 N̄jn̄r̄ò, Carmacks, YT, Y0B 1C0  
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