



IMPLEMENTATION MANAGER

(Permanent Full-time)

Salary Range: \$84,575.40 - \$101,483.20

Qualifications:

Successful completion of Grade 12 and extensive experience working in a Self-Governing First Nation environment; Knowledge of LS/CFN's history, culture, language, demographics, goals and aspirations; Knowledge of the Final and Self-Government Agreements; Knowledge of the LS/CFN Self Government and Implementation Plans; In depth knowledge of LS/CFN laws and Constitution; Awareness of the broad range of functions of all departments and programs of a Self-Governing Yukon First Nation; Valid class 5 driver's license.

It is expected that the Implementation Manager will have the following management skills:

- Ability to organize and prioritize tasks and deadlines, ability to work independently and unsupervised, ability to demonstrate a high degree of professionalism and positive work ethic
- Ability to exercise sound judgment in highly stressful and time constrained situations
- Ability to work with and/or supervise staff and consultants that have a widely varying degree of training and knowledge

Main Duties:

- Reporting to the Governance Director, the incumbent represents Little Salmon/Carmacks First Nation at a variety of intergovernmental forums for the purposes of negotiation of agreements, protocols, amendments to the Final and Self-government Agreements and Implementation Plans, Financial Transfer Agreement, Program/Service Transfer Agreements and related documents.

Responsibility for related projects and initiatives that may be assigned from time to time, but main focus includes:

- Ensuring the overall vision and goals of the Little Salmon/Carmacks First Nation is followed
- Preparing written and verbal briefings for the departments on relevant matters as needed
- Negotiates Final, Self-government Agreement matters
- Intergovernmental relations with other First Nation Governments, Government of Canada, Yukon Government, Boards & Committees and organizations as First Nation Government Official (FNGO)
- Manages projects as assigned by Executive Director
- Supervises staff, consultants and others as needed
- Prepare written reports as required by contribution agreements (interim and final reports)
- Prepare written reports as required for Government of Canada and Yukon Government
- Attend planning sessions, workshops and training as assigned
- Supervise or complete financial records related to duties as needed.

The incumbent is also responsible for managing consultants, representatives and lawyers related to the above and responsible for the following:

- Program and Service Transfer Agreements and Tax negotiations
- Research and preparatory/follow-up work to support negotiations
- Verbal and written briefings to Chief & Council and Executive Director
- Consultation with Chief & Council/ Executive Director
- Consultation with LS/CFN community

LSCFN recruitment policy will apply

If you are interested, please submit your expression of interest along with your resume by 4:30pm on July 15, 2022 to:

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

If you require a job description, please feel free to contact us.

