

Enoch Development Holdings Ltd. (EDHL)

Employment Opportunity – Chief Executive Officer (CEO)

THE ORGANIZATION

Enoch Development Holdings Ltd. (EDHL) is the for-profit business operational arm of the Enoch Cree Nation (ECN), focused on existing business ventures and expanding current operations. Since the establishment of the EDHL, several new entities have been created to enhance the current business portfolio, and others are planned.

THE NATION

The Enoch Cree Nation is a First Nation community situated in a unique and prominent geographical location that borders the City of Edmonton's west side, 10 kilometers southwest of St. Albert, and 20 kilometers north of Devon on highway 60.

The total land base of Enoch Cree Nation is 12,933.5 acres with an environmental breakdown of 8,800 acres of agriculture, 200 acres for grazing, 25 acres for industrial, 10 acres for recreation, 2,586 acres for forestry and 1,312.5 acres miscellaneous use. The current population is estimated at 2500.

CHIEF EXECUTIVE OFFICER

Reports to: Board of Directors

Direct Reports: The organizational structure is currently being redesigned to accommodate for the recent and planned growth. It is expected the incumbent will oversee several fully operational business entities, as well as the internal departments that support those operations. The total staff complement is approximately 75 individuals.

Peer Relationship: The position will liaise frequently with other ECN Senior Executives as well as the Senior Manager of ECN's Economic Development department (River Cree Development Corporation).

Location: Enoch First Nation, Edmonton, Alberta

The following provides an overview of the position and its key functions. A fully detailed position description is available and will be discussed at the time of interview.

MANDATE

The Chief Executive Officer (CEO) of Enoch Development Holdings Ltd. (EDHL) is accountable for the successful leadership and management of the corporation. The incumbent is expected to work closely with EDHL Board of Directors, Senior Executives and peers in a wide range of corporate, government, and private sector partner organizations.

The general areas of responsibility include, but are not limited to, effectively and efficiently:

- Managing the Corporation
 - The CEO is responsible for managing the growth and the development of EDHL and its subsidiaries (add to PD) through the provision of organizational leadership, operational planning and management, program planning and development, human resource management, financial management, community relations and advocacy
- Developing, growing and maintaining strategic partnerships
 - Continuously ensuring the sustainability of resources for the various entities and departments while concurrently leading the development of business operations and best practices
- Engaging and sustaining respectful and collaborative relationships with Chief and Council, Board of Directors, Senior Executives and Peer Colleagues

CANDIDATE PROFILE

The successful candidate is expected to demonstrate experience and competency in the following:

KEY ACCOUNTABILITIES

- Leadership and direction of direct and indirect reports
- Strategic Planning
- Operational Planning and Management
- Program Planning and Management
- Human Resource Management
- Financial Acumen/Fiscal Accountability
- Community Relations and Advocacy
- Business Development of existing EDHL entities

REQUIRED QUALIFICATIONS

- Relevant post secondary education with extensive and proven years of experience in First Nation business development and finance
- Proven senior leadership experience
- Demonstrated high level of financial skills and experience
- Ability to initiate, formulate and execute major projects, new business', policies, programs and objectives to promote and ensure the corporation's sustainability
- Ability to provide complete, clear and concise reporting to/from the Board of Directors
- Excellent verbal and written communication skills combined with strong public speaking skills
- Experience in working with Indigenous communities, political organizations, and regional, municipal, provincial and/or federal governments
- Ability to effectively and efficiently access and utilize all resources available
- Ability to inspire and navigate ongoing operations and growth of the corporation(s)
- Creative thinking and significant judgment to create functional policy with a long-term focus

- Must be bondable
- Indigenous heritage and fluency in both English and Cree are considered assets
- Knowledge of the Enoch Cree Nation community

COMPETENCIES & ATTRIBUTES:

- Leadership style that is supportive of talent in achieving results and supports the development of increased organizational capacity
- Good judgement
- Ability to earn and maintain the respect of staff, management, and other stakeholders
- Ability to establish and maintain trust
- Effective oral, presentation and written communication skills
- A high degree of personal and professional integrity
- Calculated risk-taker
- Innovative and entrepreneurial nature
- Self-motivated; possesses a strong work-ethic
- Energetic, assertive, positive, straightforward and objective in carrying out responsibilities
- Results-oriented and ability to prioritize to meet key objectives
- Treats others with respect and consideration
- Analytical skills; recognize complexities and subtleties in issues
- Superior relationship-builder with an authentic and influencing style that allows others to see the alignment of interests

COMPENSATION

An excellent compensation package awaits the successful candidate.

How to Apply:

Please send your resume in PDF format to info@insynchconsulting.com with a “cc” to Don Morin at dmorin@enohecdev.ca.

Please note that only those candidates meeting the selection criteria, established by EDHL will be contacted further. Although we may not contact you directly for this particular role, all applications will be reviewed there may be other future opportunities that may be appropriate.

Deadline for submission is March 1, 2018. Expected start date is April 15, 2018.