



# Algonquins of Ontario Consultation Office Job Posting

## *EXECUTIVE DIRECTOR*

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### **The Opportunity**

The Algonquins of Ontario (AOO) are looking to fill the vital role of Executive Director. This position will have the unique and groundbreaking opportunity to support the Algonquin Negotiation Representative (ANRs) in their ongoing efforts to rebuild and revitalize the Algonquin Nation through the negotiation towards and implementation of a modern-day Treaty, while also working to enhance the Algonquin presence across the unceded AOO Settlement Area.

Working in alignment with the ANRs, and in collaboration with the Principal Negotiator and the Technical Advisory Group, the Executive Director works to achieve the organizational goals of the AOO. The Executive Director is responsible for the leadership and oversight of four core areas: support to the ANRs, organizational management and planning, financial management and people leadership.

### **About Us**

The AOO are on a journey of survival, rebuilding, and self-sufficiency – a journey of reconciliation. This journey began nearly 250 years ago when the first Algonquin Petition was submitted to the Crown in 1772. Today, the AOO are comprised of the following ten Algonquin communities:

- Algonquins of Pikwakanagan First Nation
- Antoine
- Bonnechere
- Greater Golden Lake
- Kijicho Manito Madaouskarini
- Mattawa/North Bay
- Ottawa
- Shabot Obaadjiwan
- Snimikobi
- Whitney & Area

Working with the Algonquins of Ontario provide an exceptional and rewarding opportunity for any person who seeks a complex, dynamic environment while contributing towards the process of rebuilding and revitalization of the Algonquin Nation.

### **About You**

You are a proven leader who:

- Has at least 15 years of relevant and progressive leadership experience.
- Has at least 5 years of leadership experience within an Indigenous community or experience consulting/ working with Indigenous communities on resolution, policies, projects.
- Is passionate about the survival, rebuilding, and self-sufficiency of all Algonquin communities.
- Understands the detrimental and lasting effects of colonization on Indigenous people.
- Can influence positive outcomes and de-escalate negative responses towards Indigenous people.
- Is responsive and adaptable, thriving in a dynamic, fast-paced and changing environment.
- Is self-motivated, self-organized, and self-improving with superior work standards.
- Excels at building successful working relationships and networks.



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- Excels at leading internal teams with inclusive approaches that build trust and confidence, that motivate and inspire while promoting accountability, organizational culture, and adaptability.
- Has experience working within a political environment while maintaining a positive and professional image to gain buy-in and support of key issues.
- Has experience developing good working relationships in order to persuade and advocate on behalf an organization within federal, provincial and/or municipal governments.
- Has experience working within complex organizations with diversity in programs and projects.
- Has experience managing teams with full human resources capabilities including hiring, onboarding, training, coaching, constructive feedback, recognition, performance management, disability, and conflict resolution, and ending employment.
- Has proven experience developing risk management practices, including determining, drafting, and implementing key organizational policies.
- Has proven project management skills, including the effective implementation and management of multi-programmed, administrative, and financial activity.
- Has developed and monitored organizational budgets with experience implementing cost controls, overseeing financial audits, reviewing payroll and benefits to ensure the effective use of fiscal resources.
- Has experience developing and implementing systems to drive efficiencies and quality for effective daily operations.

### **Additional Requirements:**

- Master's degree in Environmental Science, Political Science, or Business Administration or the equivalent combination of education and experience.
- Leadership or supervisory training is an asset.
- Advanced skills with the Microsoft Office suite.
- A valid G Class Driver's License.
- Able to lift up to 20kg (44 lbs.) and comfortable performing physical work within the field.
- Have a clear criminal record check for working with vulnerable populations.
- Be bondable in the Government of Ontario.

### **Benefits**

- **The rewards are plentiful!** Not only do you get to be part of historic and ground-breaking modern-day treaty that will leave a lasting impact with the Algonquin communities, but we also have a developed compensation range for this position (**\$90,000 - \$117,429**) and are at a time of critical growth.
- **Be proud of where you work.** The Teachings of the Seven Grandfathers below are the guiding principles of the Algonquins of Ontario.
  - **Kwayakoziwin: Honesty:** Honesty in facing a situation is to be brave.
  - **Tabasenindizowin: Humility:** Humility is to know yourself as a sacred part of Creation.



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- **Manàdjiyàn: Respect:** To honour all Creation is to have respect.
  - **Sòngideyewin: Bravery:** Bravery is to face the foe with integrity.
  - **Nibwàkàwin: Wisdom:** To cherish knowledge is to know wisdom.
  - **Sàgihidiwin: Love:** To know Love is to know peace.
  - **Tebwewin: Truth:** Truth is to know all of these things.
- **We care about you.** Health and dental benefits, RRSPs, life and long-term disability insurances are just a few ways to show you that your well-being matters to us.
  - **We work hard but also understand the importance of balance.** We operate on a standard of thirty-five (35) hours per week, recognize thirteen (13) statutory holidays, provide three (3) weeks of vacation to start and ten (10) paid personal days each year.

### Interested in Learning More...

Please visit our website, [www.tanakiwin.com](http://www.tanakiwin.com) and current opportunities to learn more about the Algonquins of Ontario, watch the “Welcome to the Algonquins of Ontario” zoom session, and to review more information related to this position.

### How to Apply

So, what do you say? Are you ready to support the Algonquin Negotiation Representatives in their efforts to rebuild and revitalize the Algonquin Nation?

**Qualified candidates are invited to submit their resume and a letter of introduction by 2:00 PM on Friday, July 9<sup>th</sup>, 2021 to [recruitment@tanakiwin.com](mailto:recruitment@tanakiwin.com).**

When applying please ensure to list the position(s) you are applying for in the title of the email.

Please note that the AOO have obtained the services of an external organization to support this recruitment process and no applications will be accepted by the AOO Consultation Office. Only applicants who apply to the above email address will be considered for the position.

For members of our Algonquin communities, we ask that you please identify which community you are connected to in your cover letter.

The AOO welcomes and encourages applications from people with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process.

We thank all candidates for their interest, however, only those selected for an interview will be contacted.