JOB ADVERTISEMENT

EXECUTIVE DIRECTOR

Location: Gitanmaax / Hazelton Area, BC (In-Person Presence)

Organization: Gitanmaax Band Administration

Workforce Scope: ~100 Employees | Senior Tier 1 Officer Position

Salary Range: $150,000-180,000 per year.

Walk Softly, Lead Strategically, Build Securely

The Gitanmaax Band Council is seeking a dynamic, sophisticated, and systems-minded executive leader to serve as our next **Executive Director**.

Operating within a beautiful and culturally rich landscape, Gitanmaax presents a unique and rewarding governance environment. We are looking for an executive who brings the social awareness, political acumen, and deep humility required to honor our traditional values while running a high-performing public service.

This is not a status-quo desk job. Gitanmaax has recently designed and enacted cutting-edge governance frameworks, including a comprehensive Financial Administration Law (FAL), an updated Delegation of Authority Matrix, and modern human resource protections.

Your immediate mission over the first 12 to 24 months will be a masterclass in change management. You will lead our ~100 full-time and part-time staff through the transition phase of turning these structural documents into living, breathing, daily operational habits. You will dissolve departmental bottlenecks, empower our executive directorship through smart delegation, and build a workplace culture grounded in truth, honor, and mutual accountability.

Additionally, you will serve as our senior risk officer, installing rigorous, independent financial screening protocols over our organizational economic investments and development corporation loan guarantees to protect our band's wealth and future generations.

Key Responsibilities Highlight:

- **Strategic Leadership:** Partner with Chief & Council to deliver on our long-term vision, transforming community wellness goals into measurable annual operating plans.
- **Operational Management:** Oversee all service sectors, directly managing and mentoring our direct reports across Lands, social services, housing, health, economic development, and finance.
- **Rigorous Financial Oversight:** Maintain absolute compliance with our FAL, protect internal audit controls, and manage reporting cycles for federal and provincial funding agreements.
- **Advocacy & External Relations:** Act as our primary administrative liaison with external government agencies, economic partners, and neighboring Nations.
- **Governance Integrity:** Maintain a clear command structure where you line-manage senior staff, while honoring Council's retained fiduciary authorities under the law.

The Ideal Candidate Profile:

- **The Credentials:** A Bachelor's degree in Public Administration, Business, Commerce, or Indigenous Governance (MBA/MPA or related certifications like PMP are highly valued) or proven experience working in community with continuous upgrading of knowledge skills and abilities aligned with the needs of this position.
- **The Track Record:** 7 to 10+ years of progressive senior leadership experience directing multi-layered operations and large budgets, preferably within a First Nations public service framework.
- **The Competencies:** A systematic thinker who can diagnose audit risks effortlessly; a collaborative leader who can establish an accessible open-door culture without letting the administrative chain of command break down.
- **The Fit:** A mature professional with a deep understanding of federal labor standards and financial laws, paired with an unshakeable commitment to walking softly on the teachings of our ancestors.

Are you ready to shape a sustainable future for Gitanmaax?

We offer a competitive executive salary package, comprehensive benefits, and the chance to lead an administration poised for historic stability.

To Apply: Please submit your resume, cover letter, and copies of professional certifications to debra@c2cConnections.org . Preference will be given to qualified Gitanmaax members and Indigenous applicants.

Application Deadline: Open until filled.