



ADMINISTRATION OFFICE

Canupawakpa Dakota Nation

Box 146, Pipestone, MB R0M 1T0, ph: 204-854-2959, fax: 204-854-2525

Office Hours: Monday – Thursday 8:30 am – 4:30 pm, Fridays 8:30 am – 4:00 pm

EMPLOYMENT OPPORTUNITY

POSITION: BAND MANAGER

LOCATION: CANUPAWAKPA DAKOTA NATION

EMPLOYMENT: PERMANENT FULL-TIME 80 HOURS BI-WEEKLY

RESUME DEADLINE: FRIDAY, APRIL 12, 2019

Job Summary:

The Band Manager is responsible for the successful leadership and general management of the First Nation. Working with Chief and Council to focus on establishing effective working relationships with community groups, business, and all Governments.

Scope:

Accountable to Chief and Council, the Band Manager will ensure all ISC and FNIHB program objectives are successfully obtained according to work plans and proposals. Effective oversight of Band finances, program reporting requirements, human resources, communications, and economic resource initiatives. The Band Manager will direct budget preparation of own-source revenue to meet the vision, objectives and strategic direction set by Chief and Council. Leadership development of Program Directors, manage and direct staff expectations and capacity development.

Support Chief and Council government to government relations and communications. Provide technical advice and solutions to deliver mandate of Chief and Council. Advise Chief and Council of gaps in service and issues related to Traditional Lands.

For complete position description contact Kim Chaske, Receptionist at Canupawakpa Dakota Nation

Please forward cover-letter and resume to:

Kim Chaske, Receptionist
Canupawakpa Dakota Nation
Fax: 204-854-2525

Email: receptionist@canupawakpanation.com