



Job Posting

Community Manager

Stz'uminus First Nation is seeking a Community Manager to oversee several key areas within our organization. The successful candidate will manage and coordinate activities related to fisheries, title and rights, emergency management and a community recreation centre.

The hours of work are 37.5 hours per week, Monday to Friday, 8:30 a.m. to 4:00 p.m.

Salary Range: \$80,080 – \$114,400 annually.

The Community Manager ensures that program requirements per contribution agreements and the Stz'uminus Strategic Plan are met and reported upon.

Qualifications:

- Post Graduate Degree in Business or a degree with experience specific to the job.
- Strong Project Management skills are required.
- Knowledge and ability to develop respectful relations with ISC (Indigenous Services Canada) and other key funding agencies.
- Sound work ethics, values, and traits, including integrity.
- At least five to ten years of supervisory/management experience.
- A minimum of 2 years' experience working within First Nations governments.
- Experienced leadership, supervision, and motivation of several senior employees, including front-line employees.
- Budget monitoring and development; Annual Audit requirements adhered to.
- Asset management and knowledge of a broad range of disciplines, which should include many of the following: building maintenance, emergency planning, fisheries management and community recreation programming.
- Class 5 or better Driver's License (required).
- Criminal Record Check (required).
- Monitoring of lands for protection, safety, and inclement weather.
- Collaboration and communication with key employees in various situations.

Interested and qualified applicants are invited to submit a cover letter and resume via email by the closing date of Friday, April 21, 2023 to resumes@stzuminus.com