

VUNTUT GWITCHIN GOVERNMENT

Government of Vuntut Gwitchin First Nation

Human Resources Department



P.O. Box 94,
Old Crow, Yukon
Y0B 1N0

Phone: (867)966-3261

jobs@vgfn.net

Strategic Lead Corporate Services

The Vuntut Gwitchin Government (VGG) is seeking a Strategic Lead for Corporate Services.

Reporting to the Executive Director (ED), the **Strategic Lead for the Corporate Services Portfolio** is a senior leadership position with the overall responsibility for the management and delivery of financial and human resource services.

Primary Responsibilities:

- Overseeing the success of a wide variety of Finance, Administration, Human Resources and Policy programs and services in line with the VGG Five-Year Strategic Plan
- Leading stakeholder relationships (internal and external) in relation to the portfolio
- Leading the integration of strategies, plans, budgets, frameworks, policies, processes, and procedures that pertain to finance, administration and human resources management
- Leading a diverse team comprised of a wide-range of expertise and experience that will require strong team leadership and mentoring, and a commitment to individual development and growth
- Driving service innovation across the VGG to ensure the viability and sustainability of programs and Citizen well-being

Education

- Degree in Business or Public Administration, with majors in finance, accounting or human resources, or the equivalent in experience and relevant training
- Professional designation would be considered an asset

Knowledge & Experience

- Knowledge of Yukon First Nations, Territorial and Federal programs
- Experience in financial management and/or strategic human resources management at a senior level with working knowledge of best practices and laws
- Experience in strategic planning that includes assessing, identifying, developing, implementing, evaluating and monitoring information, goals and plans
- Experience in project management and administrative policy development
- Experience negotiating significant agreements and contracts
- Experience successfully leading and managing multiple files or programs simultaneously in a high paced cross-cultural evolving environment
- Proven experience in managing diverse teams across multiple departments and programs

Skills

- Excellent communication (verbal, written, presentation), technology (applications, portals), and project management skills
- Excellent leadership skills with a proven track record in leading, motivating and

VGG

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Intergovernmental Relations and Governance

- mentoring people
- Ability to manage highly stressful situations with experience in conflict management, mediation and problem resolution
- Ability to prioritize and rank issues in relation to the overall goals of VGFN

Employment Environment

Situated in Old Crow with satellite offices in Whitehorse, the VGG is a rapidly evolving First Nations government. Beyond the typical is the opportunity to help transform VGG and innovate at the VGG at a very exciting time. This position is ideally suited to a leader that thrives in a dynamic environment as this is a leading change position.

Closing Date: May 6, 2022 or until filled

Please submit a cover letter and resume (one document) to:

Human Resources Department
Vuntut Gwitchin Government
Email: jobs@vgfn.net