

GENERAL MANAGER

Mission

To lead day-to-day operational activities and management of Kenpesq't Holdings LTD in alignment with the overarching community and leadership strategic priorities and objectives.

Background

Kenpesq't Holdings Ltd. (KHL) is a wholly owned entity of the Shuswap Indian Band (SIB) located in Invermere BC. KHL is responsible to lead economic development ventures and manage works on behalf of the SIB.

Who Are You?

You will improve the efficiency and profitability of all SIB operations. Strategically, you will ensure that all SIB operations function within the mandate of the SIB's strategic plan and will embrace a long-term "Seven Generations" perspective for all resource development on SIB territory. You will provide and ensure concise regular reports to the Board and Chief and Council on all activities for which the GM has responsibility.

Key Responsibilities

- Oversee the day-to-day operations of KHL and its Limited Partnerships while acting as the Board of Director's formal link to KHL operational needs and performance.
- Support development of the KHL Strategic Business Plan based on direction from the Board that is consistent with SIB values, interests, and mandates.
- Oversee financial management of KHL and its operating entities, inclusive of operating revenue and expenses, and including the development of operating plans and annual budgets.
- Support the assessment and advancement of business opportunities developed by SIB and the Board of Directors, including conducting appropriate due diligence activities.
- When required, work with senior management and the SIB to procure funding opportunities for projects.
- Provide monthly and/or quarterly reports on financial and operational performance, relevant trends, and business risks to the KHL Board of Directors to support the Board's oversight function of KHL.
- Work with an HR Consultant in hiring, developing, and evaluating project managers, field staff, consultants, and contractors within approved contracts and budgets.
- Guide and manage all staff within KHL, including identification of key gaps and development of job descriptions.
- Work with operational and finance representatives from KHL partners and clients to ensure good communications and relations.



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- Create a culture within the company that accounts for Indigenous values and cultural traditions of the SIB, as well as principles related to Environmental, Social and Governance (ESG).
- Develop and maintain effective working relationships with SIB contractors.
- Encourage, support, and otherwise mentor Shuswap members to advance small business opportunities and develop capacity within the KHL organization.

Qualifications

- A high degree of cultural competency and knowledge of Indigenous communities, knowledge of the SIB and its culture considered to be an asset.
- Demonstrated high-level leadership abilities. Senior people management skills, including leadership, coaching, and team building.
- Successful Experience in General / Operational Management fields with a focus on Indigenous initiatives and balancing of social, cultural, and environmental objectives.
- Ability to lead the creation, implementation, monitoring and updating of operational policies and procedures to ensure sustained and profitable business enterprises and positive work environments.
- Financial and risk management skills are required, including knowledge of financial statements and key financial performance indicators, and the ability to interpret risk and return trade-offs.
- Knowledge and experience in natural resource development, large construction projects, and field monitoring programs is required.
- Experience with managing joint venture arrangements with other businesses is an asset.
- A Bachelor of Commerce degree, or equivalent bachelor's degree with a focus on business, or equivalent experience is preferable; a Master of Business Administration degree and/or related a professional designation is an asset.
- Demonstrated ability to manage a \$4-5M annual operating budget is required and certification as a Professional Project Manager is an asset.
- The ability to be impartial, trustworthy, respectful of confidentiality, and ability to avoid any conflicts of interest..

Personal Attributes

- Demonstrated success in building a collaborative environment with cross-functional teams and community partners.
- Proven ability to balance project management, adhere to policies and align with strategic direction.
- Exceptional at building capacity, trust, and transparency with all team members.
- Outstanding verbal, written, and presentation skills. You are a clear, concise communicator.
- Agile and able to drive change in collaboration with key stakeholders and community partners.
- Calm, cool, and collected with an amazing ability to master peace and presence when challenged.



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- An understanding of the history of First Nations in British Columbia, and an interest to learn more about the history, culture, practices, socioeconomic conditions, rights, and future vision of Indigenous peoples.

Additional Information

This is a full-time, year-round opportunity.

SIB, Kenpesq't Holdings Limited and related companies are committed to the fundamental principles of equal employment opportunity. We are committed to treating people fairly, with respect and dignity, and to offering equal employment opportunities based upon an individual's qualifications and performance — free from discrimination or harassment because of race, colour, ancestry, place of origin, political belief, religion, sex, sexual orientation, age, marital status, family status, physical or mental disability, or a criminal or summary conviction offence unrelated to a person's employment or intended employment.

SIB and Kenpesq't Holdings Limited strive to incorporate Secwepemc customs, traditions, and values with the organization and in its relationship with its employees.

Where the organization deems it appropriate or an occupational requirement to employ or promote an Indigenous person or Shuswap Indian Band member, the employment preference shall be administered in a fair and reasonable manner and is consistent with the Canadian Human Rights Commission Policy on "Aboriginal Employment Preference."

How to Apply

We value diversity and welcome all qualified candidates to apply. If interested, please apply to evolve.shift@gmail.com by November 10, 2022. Only qualified candidates will be contacted. Preference will be given to persons of Aboriginal ancestry as per Section 16 (1) of the Canadian Human Rights Act. Appointment to this position will require a formal criminal record check, the details of which may preclude an offer of employment being finalized.