

## EMPLOYMENT OPPORTUNITY

**Position:** Director Financial Advisory Services

**Summary:**

The Director Financial Advisory Services (Director) works under the auspices of the Chief Executive Officer and under the advice of the First Nations Band Managers Committee. The Director must ensure delivery of advisory and direct technical services through development and implementation of a departmental work-plan and budget, which is reviewed, evaluated and approved by the Matawa First Nations Management's CEO and the Board of Directors.

**Qualifications / Requirements:**

The incumbent must have accreditation and proficient knowledge in the following areas: Professional Accountant (CPA, CMA, CGA or equivalent) with at least five years of experience managing a budget of \$10 million+. Other knowledge areas include, but are not limited to, the following:

- Experience with Sage software;
- First Nation cultural, governance and management issues;
- Human Resources and Financial Management Policies and Procedures;
- All legislation pertaining to First Nation governance and management issues;
- Regional issues affecting member First Nations – resources, lands, education...;
- Community-level Governance tools (i.e. Constitutions, Election Codes...);
- Administrative-level Governance (Personnel/Human Resources and Financial Management Policies and Procedures);
- Tools and guidelines for effective Management.

**Salary:** We offer competitive salary and benefits commensurate with education and work experience.

Please submit cover letter with resume and three employment references to:

Matawa First Nations Management  
RE: Director Financial Advisory Services  
Mail: 233 Court Street South, Thunder Bay ON P7B 2X9  
Email: [careers@matawa.on.ca](mailto:careers@matawa.on.ca)  
Fax: (807) 344-2977

**Closing Date:** Until filled

*Full job description is available on our website: [www.matawa.on.ca](http://www.matawa.on.ca).*

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