

Job Posting

Zagimē Anishinabēk

Executive Director



Context:

Zagimē Anishinabēk (Zagimē) is seeking qualified candidates for the position of Executive Director, the most senior role at Zagimē reporting directly to Chief and Council. This role involves working with leadership and staff in implementing large-scale community and strategic plans; overseeing senior management staff in implementing the annual administration operational plan; strategically advancing the long-term vision of nation-building for Zagimē; and maintaining good working relationships with all Zagimē Anishinabēk entities.

Ideal Candidate:

The ideal candidate will demonstrate advocacy for Indigenous peoples and businesses, with proven leadership skills and organizational governance experience. A strong applicant will also have prior experience in organizational development, planning, and motivating teams. Past experience working with Indigenous people and organizations is also preferred.

General Responsibilities:

- Provide executive governance support to the Chief and Council in the execution and ongoing implementation and development of Zagimē Anishinabēk's community vision; short, medium, and long-term planning aspirations and priorities; and strategic plan
- Provide oversight and guidance to the management team in the delivery of programming and services that align with the Zagimē Anishinabēk vision and strategic plan, and ensure their ongoing development meets the future and changing needs of Zagimē Anishinabēk members
- Working directly with the CFO to monitor fiscal integrity, reporting, and risk management of Zagimē Anishinabēk, including stewardship of financial reporting and approval items with Chief and Council
- Foster a strong and collaborative working relationship with Zagimē Anishinabēk entities' executive staff to ensure alignment with the strategic plan
- Ensure effective, inclusive, and appropriate communications and engagement processes are implemented, maintained, developed and improved upon for members, external stakeholders and other parties
- Liaise with external government agencies and departments, private industry, business, and other groups in order to build strong working relationships to promote Zagimē Anishinabēk's strategic goals

Qualifications:

- Degree or Diploma in Business Administration, Public Administration, Management Studies, Commerce, Indigenous Studies, or related discipline is preferred, **OR** a combination of certification in the field of Project Management, Financial Management or Administration with 10+ years' experience in a relevant field.
- Minimum 5 years of senior management experience leading organizations and managing teams.
- Knowledge of Anishinabēk culture and traditions is preferred.
- Strong understanding of applicable federal and provincial legislation would be an asset.
- Skills in human resource management, budget preparation, and financial analysis.
- Experience navigating organizational governance structures, working with board of directors.
- Preference will be given to candidates with a Graduate degree and minimum five years of senior management experience.

Working Conditions:

- The Executive Director will usually work in an office environment, but the mission of Zagimē Anishinabēk may take them to non-standard workplaces
- The Executive Director will work a standard work week, but additionally will often work evenings, weekends, and after business hours to accommodate activities such as Chief and Council meetings and other work-related meetings, as well as representing Zagimē Anishinabēk at community and public events

Contact Information:

Should you have any further questions regarding this opportunity, or wish to formally apply, please contact Upfront Consulting at matthewdizy@upfront-consulting.net

A highly competitive salary and benefits package have been developed for this senior leadership role, commensurate with qualifications and experience.

This Job Posting will be open until January 16th, 2026.