

CHIEF EXECUTIVE OFFICER (CEO)

PORT ALBERNI, BC

\$120,000 - \$150,000

ABOUT HUPAČASATH ECONOMIC DEVELOPMENT LP

Hupačasath Economic Development is the economic development corporation of the Hupačasath First Nation people. For thousands of years, their people have instilled the importance of community with a living history in the Alberni Valley.

Hupačasath Economic Development LP aims to provide jobs and economic opportunities to support the Hupačasath people, their families, and community, as outlined in the Hupačasath Economic Development Strategy. The Hupačasath are committed to sharing the wealth within their territory while ensuring they receive a fair share of resources and revenues from their land. They strive for full employment with competitive wages, access to resource tenures, and economic opportunities to build a strong economic base within the community and share in the revenues from their traditional territory's wealth.

The vision of Hupačasath Economic Development GP Inc. is to create intergenerational wealth through profit-generating businesses that support meaningful employment opportunities and Hupačasath First Nation self-determination. Their mission is to uphold good governance and business excellence, creating wealth for the Nation, inspiring Member entrepreneurship, and engaging effectively with Hupačasath First Nation and external partners. Core values include responsible stewardship of Hupačasath territory, economic leadership, mutual respect, and enhancing Hupačasath culture.

ABOUT THE CHIEF EXECUTIVE OFFICER

Reporting to the Boards of Directors, the CEO's primary role is to oversee the operating businesses under Hupačasath Economic Development LP. This dynamic role requires an entrepreneurial leader with a proven track record in strategic leadership, creative problem-solving, and strong communication and interpersonal skills to drive the ongoing development and success of both new and existing initiatives. The CEO must be a hands-on leader who can create business plans, set up feasibility studies, and use common sense to shape the Corporation's ability to adapt to future challenges and opportunities.

Businesses Responsible to the CEO include:

- Hupačasath Economic Development Limited Partnership: Profits or surplus cash flow through HMLP to the Nation. The business and purpose of the Partnership is to hold partnership units of operating level Limited Partnerships.
- Hupačasath Development Limited Partnership: To carry on commercial enterprises that create employment opportunities for Hupačasath First Nation members, including those arising from various construction projects.

- Ticka Business Services Limited Partnership: To hold and manage interests in land and business activities thereon.
- Hupačasath First Nation Environmental Disposal Services Limited Partnership: To carry on the business of waste disposal services.
- Cardlock Limited Partnership: To sell fuel to members and band owned companies.
- Klehkoot Gold Limited Partnership: To conduct syrup production operations within Hupačasath territory.
- Tsuma-as Tseafood Limited Partnership: To conduct fish production operations within Hupačasath territory.
- Upnit Power Corporation Limited Partnership: To conduct hydroelectric operations within Hupačasath territory.

DUTIES AND RESPONSIBILITIES

- Develop the strategic plan based on direction from the Board of Directors, consistent with Hupačasath First Nation values, interests, and expectations.
- Develop annual budgets and business plans in accordance with the strategic plan.
- Oversee day-to-day operations and act as the Board's formal link to operational achievement and conduct.
- Identify and manage risks through effective internal controls and other risk mitigation methods.
- Hire business unit managers and corporate staff/contractors within an approved budget as determined by the Board of Directors.
- Prepare feasibility studies for identified business opportunities and implement new businesses if feasible and consistent with the Strategic Plan.
- Report quarterly financial and operational performance, relevant trends, and major business risks to the Board of Directors.
- Recommend surplus cash and borrowing requirements; arrange borrowing to support the business plan as approved by the Board.
- Ensure businesses meet all legal requirements and conduct business in compliance with corporate and operating policies.
- Provide input on negotiations related to economic development opportunities when requested.
- Seek professional advice from legal, CPA, HR, or other professional advice at appropriate stages to ensure due diligence.
- Identify policy gaps and develop solutions to be reviewed and approved by the Board of Directors.
- Assign reporting requirements to business unit managers.

REQUIRED SKILLS AND QUALIFICATIONS

- Bachelor of Commerce degree or equivalent; MBA and/or related professional designation is an asset.
- Demonstrated experience in operating for-profit enterprises.
- Financial and risk management experience, including superior skills and knowledge of financial statements and key performance indicators.
- People management experience, including senior leadership, coaching, and team-building skills.
- Experience understanding market conditions of supply and demand.
- Experience working within Indigenous communities and organizations.
- Knowledge of First Nations culture is an asset.

- Experience in natural resource development or large construction development experience, considering Aboriginal title and rights, is preferred.
- Clean criminal background check.
- Knowledge and experience in financial and non-financial performance management and reporting.
- Experience reporting to a Board of Directors.
- Experience working with advisors to protect corporate assets against unnecessary risk.
- Ability to lead the creation, implementation, monitoring, and updating of policies and procedures.
- Experience managing joint venture arrangements is an asset.
- Strong skills in negotiation, communication, and interpersonal relations.
- Strong analytical skills to lead and support all elements of the businesses.

REQUIRED PERSONAL QUALITIES

The following personal qualities would be an asset for the CEO:

- Entrepreneurial and innovative.
- Respected image and profile in the First Nations community.
- Respects others and is respected by others.
- Possesses honesty and integrity.
- Well-respected business leader capable of building profitable enterprises while respecting cultural traditions.
- Respected image and profile within the business and government communities.

TOTAL REWARDS AND APPLICATION PROCESS

As a member of the team, you will have access to a wide range of employee benefits including:

- Competitive base salary of \$120,000 to \$150,000.
- Employer paid health benefits and extended health care coverage
- Defined contribution pension plan with an employer contribution (5%) after eligibility period.
- 4 weeks paid vacation.
- Two (2) weeks winter holidays.
- Relocation allowance if required

Hupačasath Economic Development LP is committed to fair hiring practices and a respectful, inclusive workplace. Applications from all qualified individuals are welcome, with accommodations available throughout the recruitment process. Interested candidates should apply through MNP's official process by sending their resumes to fred.punter@mnp.ca avoiding direct approaches to Hupačasath Economic Development LP's staff.

In accordance with Section 15 of the Canadian Charter of Rights and Freedoms, preference may be given to qualified candidates with Aboriginal ancestry.