



DIRECTOR OF FINANCE & ADMINISTRATION FULL TIME PERMANENT POSITION EXECUTIVE SERVICES

About Mohawk Council of Akwesasne (MCA)

At MCA we are committed to providing consistent quality services that will enhance the quality of life for all Akwesasne today, while protecting their rights and preserving their resources for the next seven generations. MCA operates with an annual budget of approximately \$90 million to deliver services to the Akwesasne community, including: Justice, Health, Social, Education, Policing, Housing, Economic Development and Environment, and Technical.

About the Position

Reporting to the Executive Director, the Director of Finance & Administration (DFA) leads the Finance, Human Resources, Information Services, and Communications teams to support the delivery of services to, and the strengthening of the relationship with, the Akwesasne community. The DFA, together with their team, delivers strategic, support and administrative services throughout the organization.

Having an organization wide scope, the DFA integrates and synthesizes financial and non-financial information to provide forward-looking analysis, advice, and direction. The Executive Director, Council, and indeed all of MCA employees, rely on the DFA to ensure that there are strong systems and controls in place to support the delivery of timely, relevant and quality services to the community while also achieving financial stewardship, building a culture of accountability, transparency, and respect, and protecting MCA's integrity and reputation.

A people person and an experienced leader and team player, the DFA is always advancing MCA's interests by communicating MCA's vision and strategies, building organizational capacity, improving systems, solving problems, bridging differences, facilitating collaboration, leading change, and modeling desired behaviors.

Major Responsibilities

Systems Development

The DFA strengthens MCA administrative systems to optimize effectiveness, efficiency and control. Systems are developed on an ongoing basis to meet the emerging needs of MCA management, staff and community, and to meet the requirements of applicable laws, regulations and standards. Applying a holistic approach to systems the DFA identifies and understands their purposes and their impacts on people, behaviors, control, quality, and performance, and aligns and develops MCA's people, policies, processes, technology and equipment to achieve intended objectives.

Integrated Planning

The DFA leads MCA's long-term capital, financial and human resource planning to support achievement of the community's comprehensive plan and Council's strategic plan. The DFA leads and oversees the annual operational and budget planning, ensuring alignment with and support of the strategic and long-term plans.

Strategic Leadership

The DFA provides strategic leadership to MCA by building a culture of cooperation, collaboration, and risk management. MCA's financial structures and features are analyzed to identify opportunities to leverage existing programs, assets to better achieve MCA's intended outcomes and align with Council's strategic plan. The DFA supports the Executive Director and ultimately Council by providing forward-looking, fact-based analysis, identifying and recommending options, managing risk, and by monitoring and communicating changes in the external environment.

MOHAWK COUNCIL OF AKWESASNE

Sustaining our inherent rights, facing challenges together, and building a strong and healthy future.



Qualifications

- University Degree in Business Management or related discipline;
- 10 years of experience in senior management roles;
- Chartered Professional Accountant (CPA) Designation;
- Preference will be given to an Indigenous candidate.

Applications and inquiries for this exciting position located at Akwesasne (St. Regis) should be directed to Brigitte Phillips at brigitte.phillips@akwesasne.ca or by phone at 613-575-2250 x 2120.

Deadline for Application: Open until filled

