



Yellowknives Dene First Nation
Box 2514, Yellowknife, N.W.T. X1A 2P8
Dettah: Ph.: (867) 873-4307
Fax: (867) 873-5969

EMPLOYMENT OPPORTUNITY

The Yellowknives Dene First Nation is committed to providing efficient programs and services for the people of Weledeh. We are looking for an individual who possesses a positive attitude, is self-motivated, team oriented and who possess the education, knowledge and skills to fill the following position for a one (1) year term, with the possibility of extension:

Chief Executive Officer

Under the authority of the YKDFN Chief and Council Government and reporting to the Head Chief, the Chief Executive Officer is responsible for the overall effective and efficient management of the YKDFN organization. This includes, but not limited to, organizational and program development, financial and administrative planning and management, and community project management. This full-time position is based in Dettah.

The ideal candidate for this position will have completed a University degree in Business Administration and Management or a related field coupled with five (5) years' work experience; or an equivalent combination of education and related course work with seven (7) years related work experience. A strong public or business management background in the areas of program development, human resource management, financial management and strategic planning is required. The candidate must be able to work with minimal supervision and interact with individuals of all levels in a friendly yet professional manner.

A valid Class 5 driver's license and private vehicle is required. The ability to speak a Dene language, knowledge and/or experience with cultural history and customs of the Weledeh people and previous experience working with First Nations organizations are all definite assets.

A detailed Job Description for this position is available upon request.

The Yellowknives Dene First Nation offers a competitive wage with excellent comprehensive group insurance coverage and benefits. To be considered, your resume with cover letter must be submitted to Human Resources by closing date of December 29, 2017.

FAX, EMAIL OR DROP OFF YOUR RESUME TO:

**Human Resources Division
Yellowknives Dene First Nation
P.O. Box 2514
Yellowknife, NT; X1A 2P8
Fax: (867) 873-5969
Email: HR@ykdene.com**

We thank all who apply and advise that only those short listed will be contacted.