

EMPLOYMENT OPPORTUNITY

Position:	General Manager
Location:	Samson Management Ltd. Corporate Office in the Samson Cree Tribal Administration Building Maskwacis, Alberta
General hours of work:	9:00am – 5:00pm
Reports to:	Samson Management Ltd Board of Directors

Samson Management Ltd (SML) is a First Nations owned company, which oversees a diverse group of companies. We are looking for a motivated champion with a high level of integrity, who will represent our organization's core values as the General Manager. Reporting to the SML Board of Directors (Board), the General Manager is responsible for the overall leadership and management of SML by giving guidance and taking direction from the Board. With the support of the Board, you will be implementing the new vision, mission, values, goals and objectives, which will be accomplished by successfully managing relationships and communications with employees, shareholders, the Samson Cree Nation community, as well as businesses within and outside the community of Maskwacis.

General Responsibilities, but not limited to:

1. Policy Management:
 - ✚ Prepares policy options for Board approval in consultation with Board and/or Board Committees.
 - ✚ Recommends appropriate policy issues for Board's attention.
 - ✚ Implements all policies adopted by Board.
2. Strategic Planning:
 - ✚ Implements Board's strategic plan.
 - ✚ Oversees divisional action plans.
 - ✚ Identifies the required resources to achieve goals and objectives.
 - ✚ Develops and administers a sound organizational plan for Board approval; initiates improvements as necessary.
 - ✚ Keeps Board informed of any changing environmental issues which may impede the accomplishment of goals and objectives.
 - ✚ Reports to Board on action plan status.
3. Leadership:
 - ✚ Follows and promotes the vision, mission, values, goals and objectives established by Board by developing and implementing necessary programs.
 - ✚ Creates and implements strategies to stimulate brand loyalty within community and target markets, furthermore inspiring all team members to adopt the new vision, mission, values, goals and objectives, and to perform to their optimum potential, thus achieving growth and financial goals as set by Board.

4. Corporate Management:
 - ✚ Performs risk management functions, communicates concerns to the Board, recommends corrective action, and performs mitigation.
 - ✚ Assures that the Corporation interprets all applicable provincial and federal laws, and presents concerns, along with creative solutions, for Board approval.
 - ✚ Plans and presents required operational restructuring to meet operational efficiency requirements for board approval, when required.
 - ✚ Oversees SML Administration Staff and Business Managers.
 - ✚ Achieves growth and financial goals.
 - ✚ Ensures that investment/business opportunities are identified, evaluated and assessed, and presented to Board for approval.
5. Evaluation:
 - ✚ Monitors and evaluates all corporate divisions profitability and staff performance on a regular basis, and presents findings to Board.
6. Strategic Networking:
 - ✚ Implements Board's direction regarding networking.
 - ✚ Ensures organization and Board have appropriate understanding of external environment; including, all levels of government, other agencies, potential or actual partners, joint ventures, suppliers, customers, and public at large.
 - ✚ Promotes Corporation's vision, mission, values, and rebranding for the community, the shareholders, target markets and external communities, for their awareness.

Minimum Bachelors in Business Administration, Management, Commerce or designation, copies of documentation required.

Minimum five years experience in a senior management position with accounting knowledge required.

Understanding of and experience working with First Nations.

Experience speaking and/or understanding Cree an asset.

Current criminal record check must be provided.

Salary to be negotiated.

Starting date, no later than December 3, 2018.

Term of Contract to be negotiated.

Closing date: Oct 23, 2018 MST

Interested persons are requested to submit cover letter, CV/resume, copies of relevant certificate(s), diploma(s) and/or degree(s), criminal record check, and three reference letters (preferably one from your most recent/current employer), by email to the Hiring Committee at:

swagner@smlcorp.com