

“Nechi Institute: Centre of Indigenous Learning is committed to transformational education through igniting the spirit.”

Nechi Institute: Centre of Indigenous Learning was founded in 1974 to provide training in addictions counselling for Indigenous people and those who work with Indigenous people. In the forty-four years since, the Institute has expanded and enhanced programs and services in the primary areas of training, research, and health promotions.



CHIEF EXECUTIVE OFFICER

The Chief Executive Officer is accountable and responsible to the Board of Governors. This position requires a creative individual who leads by example to direct and manage the day-to-day operations of the Institute. The Chief Executive Officer is responsible for, but not limited to, strategic planning, program planning, development and direction, sound accounting and financial management, human resource management, maintaining and enhancing public, community and government relations and providing a leadership role in implementing all policies and procedures, as approved by the Board of Governors. Primary tasks for accountability will be in the areas of:

1. Accountable and responsible for securing funding, specifically financial stability opportunities;
2. Responsible for human resources and supervision, including researchers and consultants;
3. Responsible for ensuring course transferability and delivery of culturally relevant courses;
4. Accountable for the Status of the Institute as Post-Secondary; and
5. Other responsibilities include: monitoring information technology, website, practicum placements.

The candidate will possess the following qualification.

Master's Degree related to the position, with experience in postsecondary education.

Leadership and managerial experience; a commitment to building success with innovation with proven history in program development, business operations, administrative and financial management skills.

Candidate must demonstrate an ability to work within a Board structure, which includes: supporting an implementing the values and direction of the Board; communication and interpersonal skills; and, have the ability to travel. Extensive knowledge of the Indigenous community with the ability to speak and/or understand an Indigenous language is a definite asset.

A competitive salary and benefits package will be negotiated with the successful candidate.

Individuals interested in pursuing this unique and challenging opportunity are encouraged to forward a cover letter, resume and three (3) letters of reference to:

Dr. Betty Bastien, Chairperson
Nechi Institute: Centre of Indigenous Learning
PO Box 2039 Stn Main, St. Albert, AB T8N 2G3
Telephone: 780-459-1884 Fax: 780-458-1883

Email: nechi@nechi.com

Website: www.nechi.com

This position will remain open until suitable candidate found.

We thank all candidates for their interest, however, only individuals selected for interviews will be contacted. No telephone calls please!