

Director, Capacity Development, Intervention & Default Prevention

Vancouver, BC



The First Nations Financial Management Board (the “FMB”) is an Indigenous-led national organization with staff across the country that provide services to First Nations and First Nation organizations across Canada.

FMB is committed to providing support to First Nations by providing tools, capacity development, guidance and monitoring that will implement finance and governance structures that will give First Nations and First Nation organizations confidence and integrity that will result in strong community development. Many new and exciting opportunities are currently presenting themselves to First Nations for the first time and the FMB provides First Nations with the capacity to maximize these opportunities.

Reporting to the COO, the **Director, Capacity Development, Intervention and Default Prevention (CDI)** oversees the implementation of Financial Administration Laws (FALS) adopted by First Nations through the development and maintenance of the Financial Management Systems (FMS). The FMS certification involves an extensive process and requires developing deep trusting relationships with clients.

This position oversees regional direct reports at the intermediate and senior professional level and indirect reports at the professional level through the senior regional managers. The **Director, CDI** is required to travel nationally and have a high degree of fluency, oral and written, in English. Proficiency in French is preferred.

POSITION RESPONSIBILITIES

- Provide input for the development and implementation of the strategic, corporate, and business plans
- Contribute to the continual improvement of the FMB’s policies, procedures, and operations
- Perform other duties and responsibilities, including special projects as may be assigned by the COO, including assisting with funding proposals, feasibility studies for projects, drafting negotiating funding agreements
- Provide engagement with First Nations who are clients of the FMB on all Capacity Development matters as required
- Design a CDI implementation plan, which includes long term strategic goals, objectives, timelines, and responsibilities aligned with the overall FMB strategic/corporate/business plan
- Lead and execute the CDI implementation plan
- Provide management, mentoring, and evaluation to members of the CDI team
- Support First Nation clients to achieve FMS Certification, i.e. facilitating, enabling, motivating, educating, and may take the form of:
 - Facilitating the completion of financial management system self-assessment and/or financial performance analysis
 - Assisting in the delivery of capacity development resources, including on-site or regional educational and awareness workshops
- Supports the Intervention Manager in meeting the FMB’s responsibilities under the FMA and ensure the development of appropriate policies, procedures, templates, and communications materials regarding intervention

EDUCATION, EXPERIENCE & KNOWLEDGE

- Minimum 10 years’ experience working in a First Nations organization in a senior administrative role
- Bachelor or Master of Business Admin or a similar combination of education and experience
- Finance or Accounting designation is preferred
- Understanding of operational and political elements of First Nations
- Experience working in or interacting with Federal Government Ministries
- A high degree of fluency in English is required, and fluency in French would be considered an asset
- Maintaining a professional designation as identified by FMB
- Familiar with best practices in internal controls: risk management, asset management, planning, reporting, HR, information management and capital assess
- Leadership, managerial skills and team development

If you would like more information about this position, please contact **Grant Smith**, Waterhouse Executive Search at (604) 806-7715, or **Donna Bilodeau** at (204) 934-8825.

If you believe you can make a strong contribution as the **Director, CDI**, please submit your resume in confidence to grantsmith@waterhousesearch.com and donna@legacybowes.com quoting position #FMB-CDI.



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