



## **EMPLOYMENT OPPORTUNITY**

### **Director, Industry and Government Relations Corporation**

Full Time

#### **ABOUT THE IGRC:**

IGRC is an entity of Fort McMurray #468 First Nation, with a purpose to serve as the one window for the industry to engage the Nation. The IGRC has a duty to consult, develop, and support industry and government relations with the Nation. Its role is to complete all due diligence to uphold regulatory certainty, compliance factors, land, community, environmental impacts, and mitigation strategies to broker relations between the IGRC/FMFN and industry and government.

#### **JOB OVERVIEW:**

Reporting to and receiving strategic direction from the Chief Sustainability Officer (CSO), the IGRC Director is responsible for overseeing the IGRC as a whole and ensuring meeting the mandate. As part of this role, the Director sets the strategic direction for the IGRC and directs the operational management of its activities and staff. In addition, the Director is accountable for the financial management and budget planning for the IGRC, which includes the transparent and open reporting of all IGRC funding and budget allocations. This position is accountable to the industry, government, community, and FMFN468. It ensures effective and efficient management of all industry and government-related business activities flowing into and out of the FMFN468, including the end-to-end oversight of the consultation process, adherence to regulatory and compliance standards, industry relations, and economic development opportunities. The IGRC Director works in close collaboration with the FMFN468 and its various business units to ensure an integrated approach to optimizing industry and government relations to benefit the Nation as a whole.

#### **RESPONSIBILITIES:**

##### **Leadership and Management**

- Sets and leads the overall strategic direction and operational management of the IGRC.
- Liaise between the IGRC and the FMFN468, the Band, Health Centre, Fort McMurray First Nation Group Of Companies (FMFN Group), and any other business lines developed within FMFN as Office of Commercial Development.
- Maintains ongoing integration, collaboration, and open dialogue with FMFN lines of business to ensure cohesive and aligned operations of the FMFN.
- Accountable for overall IGRC people management, including;
- Collaborate with Human Resources in making recommendations to the FMFN, CSO on all IGRC hiring decisions (recruitment, termination).
- Providing ongoing leadership, management, and guidance to IGRC, including on-the-job training and coaching, mentoring, and team building.



- Managing the performance of all IGRC staff. Ensuring all IGRC staff understand their roles and are held accountable for their respective performance expectations.
- Provide performance planning, monitoring and ongoing appraisal of job performance.
- Making recommendation to the FMFN, CSO on the hiring of third-party consultants and/or legal counsel to help support the operations of the IGRC.

### **Financial Management**

- Work in collaboration with the CSO and CFO in developing, recommending, and implementing the IGRC Annual Operating Budget.
- Accountable for IGRC-only related funding flowing through the IGRC budget.
- Tracks to meet financial objectives through careful, responsible, and transparent monitoring and reporting of IGRC financial results to the FMFN, CSO.

### **Consultation**

- Serves as the highest-level IGRC liaison between government agencies, industry (resource developers and operators) the FMFN 468 community.
- Communicates all federal and provincial legislation, trends and advice accordingly concerning the environment and Aboriginal affairs and international indigenous and human rights affairs.
- Oversees assessment of all legal, environmental, socio-economic, and cumulative impacts within traditional territory.
- Reviews letters of Adequacy (applications), as required or as escalated by the Consultation Manager for IGRC Director guidance
- Oversees all facets of the consultation process, as the respective IGRC team members carried out.
- Ensures full consultation process adequacy.
- Provides leadership and direction to the consultation process between the FMFN468 and industry stakeholders that have not entered Community Benefit Agreements (CBAs).
- Promotes contract opportunities for businesses owned by FMFN468 or its citizens.
- Oversees and tracks all stakeholder communications, consultation, and other commitments to ensure end-to-end completion of all consultations.
- As required, assists in the consultation process in implementing Long Term Benefits Agreements (LTBAs) between industry stakeholders and the FMFN468.
- Assist in the implementation of consultation provisions for LTBAs.
- Assist, as required, by the negotiator for FMFN468 in the negotiation of CBAs with industry stakeholders.

### **Community, Government, and Industry Relations**

- Identifies economic development opportunities and areas for commercial advancement between industry partners and stakeholders of FMFN468.
- Works closely with the FMFN468 CSO and (future) Office of Commercial Development to explore, rationalize, and potentially transfer business development leads.
- Advocates for the Nation, the Band, and member/citizen-owned businesses and support economic benefit responsibilities that reside with the OCD or CSO.
- Advocates on behalf of the IGRC to the government for the adequate and ongoing required level of support and funding to meet end-to-end government agencies requests/applications, consultations, and regulatory compliance/non-compliance decisions.



- Sits on Boards or Committees including RAMP Steering Committee, WBEA board, JOSM (World Class Oil Sands Monitoring) committee.
- Acts as a steward for IGRC.
- Other duties as assigned by the CSO

#### REQUIREMENTS:

- 7-10 years' leadership and management of complex groups or teams
- 7-10 years of experience in an Indigenous relations role
- Experience with complex financial management, contract management, and business development preferred
- Undergraduate degree in a related field, graduate-level degree preferred or relevant combination of education and experience.
- In-depth knowledge and experience of the oil and gas industry, pipeline construction industry as it relates to working first nations stakeholders, preferred

#### WHY APPLY?

In addition to your Salary/Hourly earnings, we also offer the following.

- Our commitment to accountability, respect for one another, and hard work.
- A benefits package with Insurance, Medical, Dental, and Vision coverage
- A healthy work-life balance with half-day Fridays
- Employee and Family Assistance Program
- We care a lot about your future, and we offer a defined contribution Registered Pension Plan
- An opportunity to work for a harmonious community with a rich culture that builds its economic and social success

#### HOW TO APPLY

By email: [hr@fmfngroup.com](mailto:hr@fmfngroup.com)

**Closing Date: Until Filled**

Please ensure you indicate the competition #: IGRC0522

You can also follow us on social media: Instagram, Facebook, and LinkedIn

<https://fmfn468.com/>

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**Progressing in Equality, Pride, and Prosperity!**