

Leaders

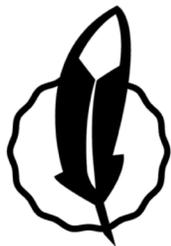
INTERNATIONAL

Executive Search



Photo Source: Stephen Huner, Kijicho Manito Madaouskarini Algonquin First Nation

Senior Project Development Manager



Algonquins of Ontario

About Us

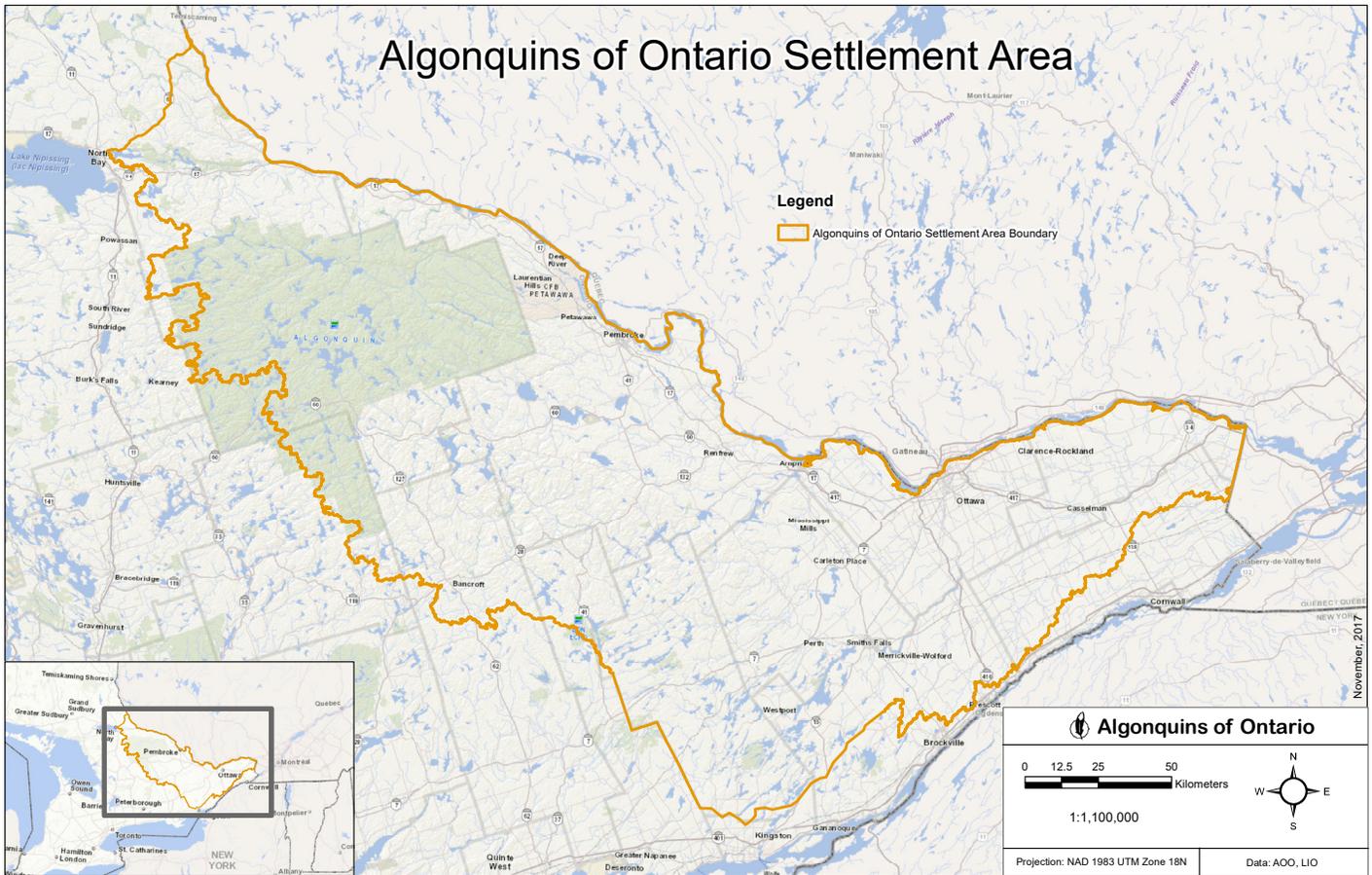
The Algonquins of Ontario (AOO) are on a journey of survival, rebuilding, and self-sufficiency – a journey of reconciliation. This journey began nearly 250 years ago when the first Algonquin Petition was submitted to the Crown in 1772. Today, the AOO are comprised of the following ten Algonquin communities:

- Algonquins of Pikwakanagan First Nation
- Antoine
- Bonnechere
- Greater Golden Lake
- Kijicho Manito Madaouskarini
- Mattawa/North Bay
- Ottawa
- Shabot Obaadjiwan
- Snimikobi
- Whitney & Area

Working with the Algonquins of Ontario provide an exceptional and rewarding opportunity for any person who seeks a complex, dynamic environment while contributing towards the process of rebuilding and revitalization of the Algonquin Nation.

Figure 1. Pimisi sculpture located at Pimisi Transit Station in Ottawa, Canada created by internationally known Algonquin artist, Nadia Myre. Pimisi means “eel”, an animal sacred to the Algonquins who for thousands of years has been an essential part of the Algonquin culture since it is considered a source of spirituality in addition to having medical and nutritional uses.





The Opportunity

The AOO are looking to fill a new and critical role Senior Project Development Manager. This position will work with the Executive Director and the respective AOO Consultation staff, to establish project plans in support of the Algonquin Negotiation Representatives (ANRs) in their ongoing efforts to rebuild and revitalize the Algonquin Nation through the negotiation towards and implementation of a modern-day Treaty, while also working to enhance the Algonquin presence across the unceded AOO Settlement Area.

Working in collaboration with the Executive Director, Principal Negotiator, Technical Advisory Group and the respective AOO Consultation staff, the Senior Project Development Manager advocates for the development of projects based on internal resources and capacity. The Senior Project Development Manager is responsible for providing leadership and oversight within the AOO to ensure the comprehensive planning, implementation, and successful delivery of AOO projects. The Senior Project Development Manager is responsible for simultaneously providing oversight on a multitude of complex and multidisciplinary projects, this includes scheduling, assessment of scope, resourcing, tracking progress, status reporting and providing support to ensure projects are aligned to the approved work plans.

The Opportunity (con't)

Key Responsibilities:

Project Management Foundation

- Collaborates with the Executive Director and respective AOO Consultation staff to develop project plans for consideration and direction by the appropriate Working Groups, and for approval by the Algonquin Negotiation Representatives.
- Advocates for the development of SMART (Specific, Measurable, Attainable, Relevant and Time-Bound) projects in alignment with internal capacity and the mandates or objectives of ANRs.
- Determines and define project scope and objectives based on approved project plans.
- Develops and manage a detailed project schedules and work plans; preferably with developed or acquired project management tools.
- Uses a consistent framework across all projects focused on communication, monitoring, outcomes, and reporting.
- Utilizes industry best practices, techniques, and standards throughout entire project execution.
- Coordinates the development of user manual, training materials, and other documents as needed to enable successful implementation and completion of projects.
- Supports the communication strategy of all key projects in collaboration with the respective AOO Consultation staff.
- Provides project updates on a consistent basis about strategy, adjustments, and progress.
- Implements project reporting to identify and manage changes in project scope, schedule, costs, and outcomes.
- Conducts retrospectives on completed projects to identify successes and areas for improvements. Retrospectives includes collecting feedback from ANRs, community members and internal stakeholders.
- Prepares presentations to report on progress and outcomes.

Fiscal, Internal and External Resource Management

- In collaboration with the Executive Director and respective AOO Consultation staff:
 - o Predict resources needed to reach objectives and manage resources in an effective and efficient manner.

- Manage contracts with contractors, vendors, and suppliers by assigning tasks and communicating expected deliverables.
- Prepare budget based on scope of work and resource requirements.
- Track project costs to meet budget
- Ensures appropriate resource allocation across the organization and within all project work plans.
- Brings forward concerns and recommendations related to work plans to the Executive Director and/or respective AOO Consultation staff and, if required, to the appropriate Working Group for review and consideration and if needed for approval by the ANRs.

People Management

- Provides leadership and expectations to respective AOO Consultation staff.
- Establishes project touchpoint and status updates with respective AOO Consultation staff.
- Assists in identifying and resolving issues and risks.
- Measures project performance to identify areas for improvement.
- Monitors' progress and adjusts, as needed.

People Leadership

- Directs leadership to the respective AOO Consultation staff
- Provides coaching and leadership to the respective AOO Consultation staff to assist in the coaching and performance growth of their teams.
- Develops inclusive approaches that build trust and confidence, that motivate and inspire, and that promote the AOO values and principles.
- Assists in the for recruitment, onboarding, training, performance growth and coaching of key positions, as required.
- Responsible for ensuring that the respective AOO Consultation staff are adhering to developed policies and practices of the AOO.
- Champions in a positive culture and workplace environment that embraces change.



Figure 2. Occupying a place of prominence in the Pimisi Transit Station concourse, the installation *Màmawi: Together* features 100 paddles, each hand-painted by Algonquin-Anishinabe artists and arranged in the shape of a canoe on the ceiling of Pimisi station. The piece is inspired by the Algonquin teaching that it takes many people to paddle a canoe. The project was led by internationally known Algonquin artist Simon Brascoupe and includes artists of all ages, children, adults and elders alike from Algonquin communities across Ontario and Quebec.

Qualifications

- Has at least 10 years of project management experience.
- Has at least 5 years of leadership experience within an Indigenous community or experience consulting/working with Indigenous communities on resolution, policies, projects.
- Is passionate about the survival, rebuilding, and self-sufficiency of all Algonquin communities.
- Excels at project management with proven success in the effective implementation and management of multi-programmed projects with concise administrative and financial monitoring.
- Has experience designing and implementing best practice project management practices, processes, and tools.
- Has proven success inspiring and gaining buy-in on organizational objectives and projects.
- Has the proven ability to work effectively within a complex organization in order to balance multi-projects across diverse programs.
- Is experienced at successfully leading and managing multiple high impact organizational projects.
- Excels at leading internal teams with inclusive approaches that build trust and confidence, that motivate and inspire while promoting accountability, organizational culture, and adaptability.
- Has experience successfully managing staff including hiring, onboarding, training, coaching, constructive feedback, recognition, performance management and conflict resolution.
- Excels at building successful working relationships and networks.
- Is responsive and adaptable, thriving in a dynamic, fast-paced and changing environment.
- Is self-motivated, self-organized, and self-improving with superior work standards.
- Thrives at working both independently and within a team environment.
- Has excellent time management and organizational skills.
- Bachelor's degree in related field or the equivalent combination of education and experience.
- Professional Project Management Designation or equivalent is an asset.
- Leadership or supervisory training is an asset.



To Apply

For more details or to further explore this important strategic leadership opportunity, please contact:

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To apply, please submit a Cover Letter and Resume directly to Leaders International outlining your interest, qualifications and experience by the application deadline of DATE TBD.

Leaders International specializes in the recruitment of Board of Directors, leadership succession and executive level positions. Our global network, **Penrhyn International**, is a world leader in the executive recruitment industry, with more than 47 offices in over 25 countries on 5 continents.