



KITIKMEOT
CORPORATION

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OPPORTUNITY PROFILE

**Director of
Business Development**

ABOUT KITIKMEOT CORPORATION

www.kitikmeotcorp.ca

Kitikmeot Corporation (KC) is owned by the Kitikmeot Inuit Association (KIA) – our sole shareholder – and we are one of the three Inuit Regional Development Corporations within Nunavut.

KC serves as the ‘business development arm’ of the KIA and is entrusted to pursue opportunities that build an economic base in the Kitikmeot region. Our primary focus is successful business development that collectively benefits our shareholder and the Inuit of the Kitikmeot region. We are the proud owners and joint venture partners for over 25 companies that participate in a wide range of key sectors within Canada’s northern economy.

Not only are we 100% Inuit-owned, but more importantly, we contribute to the KIA through dividend payments that can subsequently be used by KIA for important social, cultural and training programs. Through the creation and management of new business enterprises, we increase opportunities for beneficiaries of the Nunavut Land Claim to participate and play a key role in the current and future development of our region.

THE LOCATION

It is big, ancient, beautiful and new.

Welcome to the youngest territory of Canada, Nunavut, which was established in 1999 and has been inhabited for over four thousand years. Nunavummiut are deeply pleased to invite visitors into their home, into one of the largest unspoiled natural paradises on the planet. People from all over are cordially invited to enjoy the arctic wildlife and the Inuit way of life, to explore the top of the world and be dazzled by the vivid dancing hues of the Aurora Borealis.

In 1993, Inuit of the eastern Arctic began writing a new chapter in the story of Canada when they reached an agreement with the Government of Canada to create a new territory called Nunavut in 1999. Nunavut covers one-fifth of Canada – 2 million square kilometres, about three times the size of the island of Newfoundland – and is home to some 41,159 people, of which 85% are Inuit. It has 24 villages or communities, including the capital, Iqaluit, located on Baffin Island, where the territorial government is headquartered.

Apart from experiencing its spectacular arctic landscapes, visitors and residents gain a very memorable impression of Nunavut that comes directly from the gracious warmth and hospitality of the remarkable people who live here. In traditional Inuit culture, the ethic of sharing is of foremost

importance. This deep-rooted social value is eternal. Even today, this sense of collectivity, respect and mutual reliance is what often distinguishes the friendly residents of Nunavut communities from people in many other corners of the dog-eat-dog world.

Aside from its people, Nunavut's greatest economic asset is its mineral wealth, which includes reserves of iron and nonferrous ores, precious metals and diamonds, and petroleum and natural gas. Exploitation of those resources is hampered, however, by high production costs and transportation difficulties.

The federal government has participated in resource development mainly by providing infrastructure and assisting in the search for minerals. In addition, government agencies produce and distribute electric power throughout the territory. The government and its agencies are a major source of employment and income for the territory.

Nunavut is an exciting jurisdiction in which to work. It is the homeland of the Inuit, and its governance, law and culture reflect that fact. It is a unique legal jurisdiction, a territory created out of the Nunavut Land Claims Agreement. Of the provinces and territories, Nunavut is the only one with a majority aboriginal population, and the only one in which both French and English are minority languages. In Nunavut, many issues arise which have simply not arisen before in Canada and require creativity and a solution-oriented approach.

THE OPPORTUNITY

The **Director, Business Development** reports to and works closely with the Chief Operating Officer (COO) to provide both strategic and operational support to KC. Together, they monitor KC's subsidiaries, joint ventures, and partnerships, ensuring strong performance and alignment with Inuit benefit objectives.

This role combines strategic insight with hands-on management, balancing oversight of existing business interest with the pursuit of new investment opportunities that advance KC's mandate.

Key Roles & Responsibilities

Managing Existing Business Relationships

- Monitor financial and operational performance of KC Group companies, particularly joint ventures and limited partnerships, ensuring financial targets and Inuit benefit objectives are met.
- Support KC's day-to-day operations with emphasis on joint venture and partnership management.

- Maintain KC and subsidiary registrations in good standing with all relevant corporate and municipal registries.
- Oversee preparation and submission of corporate filings, annual reports, and other mandatory documentation.
- Maintain corporate Minute Books and summary binders (approximately 15 companies).
- Coordinate WSCC (Workers' Compensation) coverage as required.
- Assist with special projects such as restricting, divestitures, or dissolutions.

Business Development

- Identify and evaluate new investment opportunities for KC.
- Conduct comprehensive business, economic, and financial analyses to assess visibility.
- Presents detailed analyses to the CEO, COO, and when appropriate, the Board of Directors.
- Support joint venture negotiations, acquisitions, and due diligence processes.
- Collaborate with legal counsel to finalize contracts, acquisitions, and support agreements.

Raising Third-Party Funding

- Prepare and submit funding applications for financing and government support programs.
- Develop pro-form financials and other require documentation.
- Report on grants and contributions, ensuring compliance and accountability
- Support project management, including budget tracking, deliverables, and reporting to funding agencies.

External Relations

- Promote KC and its subsidiaries through marketing, advertising, and participation in conferences and trade shows.
- Represent KC in public forums and business-related events.

- Assess staffing needs and recruit support personnel as required.
- Ensure annual Nunavut business certifications and licenses are renewed.
- Coordinates Board meetings, including logistics, documentation, and minute-taking.
- Support strategic initiatives related to Inuit employment and marketing.
- Participate in KC's strategic planning and organizational development activities.
- Provide reports and updates to the Board of Directors as requested.

Qualifications & Education Requirements

- Proven competence in financial modelling, market research, and business planning.
- Strong business acumen and ability to make sound decisions in complex or unstructured environments.
- Experience preparing successful government funding applications, including supporting financials.
- Excellent written and verbal communication and presentation skills, particularly at the executive level.
- Skilled negotiator with a high level of professionalism and discretion.
- Knowledge of bidding and contracting procedures and familiarity with the mining and mineral exploration sectors is an asset.
- Effective cross-cultural communication skills; ability to speak Inuinnaqtun or Inuktitut is an asset.
- Education: A degree in business, finance, management, or economic development, combined with five or more years of relevant experience, preferably in business development, financial analysis, or northern economic initiatives.

Relationship and Communication Skills – Solid, dynamic and engaging communicator with the ability to inspire others. Excellent presentation skills. Able to establish new and build upon

existing relationships with all internal and external stakeholders, including public officials, airport tenants, businesses, employees and the public.

Creative and Strategic – Invests resources in well-designed initiatives. Creates a structure to deliver organization-wide results and achieve objectives. Is open, transparent and collaborative, always looking to new ideas to create further efficiencies and opportunities for the organization. Proven ability to balance strategy and the tactical day-to-day operations. Ability to solve challenging problems and provide effective solutions.

Leadership with Integrity – Able to lead through influence and build consensus. Has a proven ability to create and sustain a shared vision, act as a role model and be innovative in finding strategic ways to address the issues. Acts with integrity and strong ethics to foster trust at all levels. Understands the importance of governance policies

Client Service Skills – Confidence in ensuring that customers' needs are identified and addressed, ensuring appropriate consultation with all members and stakeholders and ensuring timely, cost-effective and quality service.

Personal Management Skills – Demonstrate self-confidence and interpersonal versatility, self-motivation, self-discipline, strong work ethic, initiative, innovation, perseverance, integrity and political acumen. Excellent organization skills to work on numerous projects and coordinate multiple activities.

Achievement Orientation – Demonstrated planning and project management capabilities. Continuously seeks to stay current and be at the forefront of their field. Driven toward achieving results, understands organizational challenges and is a progressive “idea person”. Committed to excellence, innovation and continuous improvement in the workplace. Encourages others to achieve personal excellence.

Resourceful – Has an entrepreneurial mindset. Seeks out opportunities and develops new ideas; moves them forward. Utilizes all the resources available to get the job done. Creative and takes advantage of opportunities, while recognizing the necessity of working within limited resources.

Professional Maturity – An honest, open and consistent approach to working with others in the organization. Fair and people-oriented with excellent interpersonal skills. Capable of dealing with difficult situations effectively and efficiently.

Team Builder – Possesses a strong ability to work within a team. Embraces the team culture. Builds and motivates a high-performance team. Ensures the right people are in the right roles at the correct times; fosters commitment, trust and collaboration among staff, leaders and

stakeholders. Is astute in establishing and maintaining effective, positive relationships both internally and externally.

COMPENSATION

A competitive compensation package will be provided, including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview.

This position is eligible for staff housing if required.

To Apply

Leaders International values diversity, equity, and inclusion in all aspects of our operations. Candidates are invited to contact us directly with any accommodation requests.

To apply, please email your cover letter and resume (PDF or Word document only—preferably as one document) to **Sonny Kapoor** or **Jessica Park** at apply@leadersinternational.com, indicating the job title in the subject line.

Leaders International Executive Search

www.leadersinternational.com