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OPPORTUNITY PROFILE CHIEF EXECUTIVE OFFICER



the right people

CALDWELL FIRST NATION | CHIEF EXECUTIVE OFFICER

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THE ORGANIZATION

CALDWELL FIRST NATION

Caldwell First Nation ("CFN") is a vibrant and growing Anishinaabe community of the Three Fires Confederacy, located within the municipality of Leamington, ON. With ~500 band members and a 200-acre reserve, the Nation has deep cultural and historical ties to the Point Pelee region. CFN continues to build its governance, community services, and organizational capacity to support long-term growth and self-determination.

In recent years, the Nation has made meaningful progress in strengthening housing, infrastructure, and community development. New homes and essential services have been established to support members living on reserve, while community infrastructure projects continue to enhance quality of life. These developments reflect CFN's commitment to building a strong, sustainable foundation for future generations.



Economic development has become a key priority for CFN, expanding its involvement in community-owned enterprises. Ownership of a gas station, marina, and other ventures helps create employment, generate revenue, and advance economic independence. By leveraging its land base, partnerships, and strategic location, CFN is actively shaping a prosperous future that aligns with its cultural values and long-term vision.

To learn more, please visit Caldwell First Nation's [website](#).

THE OPPORTUNITY

CHIEF EXECUTIVE OFFICER

Caldwell First Nation is seeking a dynamic and strategic Chief Executive Officer (CEO) to lead the Nation's long-term growth, governance, and economic development. The CEO will be responsible for high-level decision-making, external relations, and ensuring that the Nation's strategic vision aligns with its economic, business, and governance priorities. This role will serve as the primary representative in negotiations, partnerships, and external affairs while supporting Chief and Council in strategic decision-making.

This is an outstanding opportunity for a hands-on leader to take a growing Nation to the next level. With an emphasis on building culture and accountability across the organization, the CEO should work closely with Chief and Council, the COO, and the Manager, HR to create effective policies and processes for long-term success, growth, and sustainability. There are many exciting projects on the go at CFN, and the CEO should have the drive, business acumen, and focus to ensure optimum results for the Nation.



Key Responsibilities

Strategic Leadership

- Develop and implement long-term plans for economic development, governance, effective operations, and financial sustainability.

External Relations

- Represent Caldwell First Nation in negotiations, partnerships, and government relations.

Financial Oversight

- Ensure fiscal responsibility by overseeing budget approvals, financial planning, and compliance with the Financial Administrative Law.



Business and Economic Development

- Lead initiatives for land acquisition, business ventures, and economic expansion, including working with Northwind Business

Consultation and Governance

- Support Chief and Council in consultation processes, strategic planning, and major policy development.

Housing Development & Infrastructure

- Oversee strategic planning for housing projects and land development.

Corporate Leadership

- Provide guidance and oversight coordination to Nation-owned corporations, boards, and committees, ensuring their alignment with community goals.

THE PERSON

The CEO should be an inspiring, visionary leader who can guide the Nation's strategic direction while ensuring operational excellence and community-centered decision-making. Building on the strong foundation established by leadership, staff, and community partners, the CEO will advance programs, initiatives, and organizational structures that strengthen self-governance, economic development, and service delivery for members. With a values-driven, inclusive, and collaborative leadership approach, the CEO unites teams, fosters strong relationships, and empowers departments to perform at their highest level. The ideal candidate is an exceptional communicator and representative of the Nation—skilled in advocacy, partnership-building, and navigating complex intergovernmental and stakeholder environments—while leading with cultural humility, integrity, and a steadfast commitment to the Nation's long-term vision and prosperity.



Qualifications

- Extensive leadership experience in Indigenous governance, economic development, or corporate management;
- Strong negotiation skills with experience in government relations and partnerships;
- Understanding of financial administration, strategic planning, and Indigenous law-making;
- Excellent communication and leadership abilities to guide senior management and community initiatives;
- A university degree in Business Administration or Finance is considered an asset.



Competencies and Personal Characteristics

Leadership – Achieves desired organizational results by encouraging and supporting the contribution of others; a proactive and positive team player who acts with a sense of urgency and leads by example; sets and communicates clear goals.

Accountable – Holds self and others accountable for responsibilities; focuses on results and measuring attainment of outcomes in a business focus.

Strategic – Develops a plan in support of organizational strategic direction. Demonstrates an understanding of the link between one's job responsibilities and overall organizational goals.

Integrity and Honesty – Demonstrates a resolute commitment to and respect for the spirit behind the rules and core values of the organization, setting an example of professionalism and ethical propriety.

Influential and Collaborative – Has an open and consistent approach to working with others and possesses strong interpersonal skills, with the ability to build relationships and develop/maintain partnerships, obtaining stakeholder agreement.

Creativity and Innovation – Develops new insights into situations; questions conventional approaches; encourages new ideas; designs and implements new or cutting-edge programs/processes.

Effective Working Relationships – Treats colleagues, and stakeholders with respect; resolves conflicts in a timely manner, negotiates effectively, and provides effective feedback to colleagues/employees.

Communication – Clearly presents written and verbal information; writes with clarity and purpose; communicates effectively in both positive and negative circumstances; listens well.

People Development – Fosters learning and development of others through coaching, managing performance and mentoring; has a genuine desire to develop others and help them succeed; formally and informally recognizes deserving staff and colleagues.

Partner Focused – Anticipates and attends to the needs of internal and external partners of CFN; keeps member interests in the forefront.



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.

FOR INFORMATION PLEASE CONTACT:

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