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OPPORTUNITY PROFILE **CHIEF EXECUTIVE OFFICER**

LOCATION: FLEXIBLE ACROSS CANADA

FIRST NATIONS
PROCUREMENT
AUTHORITY

the right people

FIRST NATIONS PROCUREMENT AUTHORITY | CHIEF EXECUTIVE OFFICER

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THE ORGANIZATION

FIRST NATIONS PROCUREMENT AUTHORITY

The First Nations Procurement Authority (FNPA) is a new not-for-profit organization in Canada, officially established on May 1, 2025, by a coalition of five national Indigenous economic institutions. Its founding members include the National Aboriginal Capital Corporations Association (NACCA), AFOA Canada, CANDO, the First Nations Finance Authority, and the First Nations Financial Management Board. It was created to address barriers First Nations-owned businesses face when trying to compete for government and corporate procurement contracts.

The mandate of the FNPA is to certify, support, and connect genuine First Nations businesses with government and corporate buyers through capacity-building, outreach, training, and by maintaining a trusted registry of First Nations businesses. It aims to make procurement more accessible and equitable by simplifying processes, helping buyers navigate procurement in First Nations communities, and reducing the gaps caused by cumbersome vendor lists, lack of familiarity with procurement systems, or other structural obstacles.

The FNPA is seen as a key instrument for economic reconciliation in Canada. With government spending on procurement in the billions yearly, FNPA's role is to enable First Nations businesses to share in those opportunities. The goal is that this institution helps shift longstanding inequities, strengthening the capacity of First Nations businesses while providing government and corporations with reliable, certified Indigenous First Nations suppliers.



THE OPPORTUNITY CHIEF EXECUTIVE OFFICER

The Chief Executive Officer (CEO) of the First Nations Procurement Authority (FNPA) serves as the strategic and visionary leader of the organization. Reporting directly to the Board of Directors, the CEO is responsible for advancing FNPA's mission to increase access and success for First Nations businesses in securing government and corporate procurement opportunities.

As a newly established incorporated not-for-profit organization, FNPA requires an entrepreneurial and transformational leader to guide its foundational growth, forge critical partnerships, and create scalable programs and services. The CEO will oversee operational development, First Nation engagement, capacity-building initiatives, strategic planning, financial sustainability, and the development of culturally grounded policies and supports that empower verified First Nations businesses across Canada.

This role requires deep knowledge of First Nation business landscape, public and private sector procurement systems, and economic reconciliation. The CEO must embody values of trust, accountability, and innovation while navigating complex multi-sector partnerships.

Key Responsibilities

Strategic Leadership

- Serve as FNPA's spokesperson, representing its mission and interests with government, First Nations leadership, corporate stakeholders, and the public;
- Lead the development and execution of FNPA's strategic plan in collaboration with the Board and executive team;



- Ensure organizational growth and sustainability through program development, strategic funding partnerships, and operational excellence;
- Champion FNPA's vision as a national authority supporting verified First Nations businesses through procurement pathways;
- Embed First Nation knowledge systems and governance into organizational policies and practices.

Public Affairs and Advocacy

- Cultivate and maintain relationships with First Nations communities, economic development corporations, governments, and corporate procurement partners;
- Advocate for increased First Nations representation and inclusion in public and private sector procurement systems;
- Oversee the promotion of FNPA programs and services to maximize First Nations business participation;
- Lead national and regional outreach strategies, including media relations, public speaking engagements, and strategic communications.

Financial Management and Sustainability

- Provide oversight of FNPA's financial performance, budgeting, and risk mitigation strategies;
- Develop diversified and sustainable funding sources, including government contributions, philanthropic investments, and corporate partnerships;
- Foster a culture of fiscal transparency, ethical governance, and responsible stewardship of resources.

Organizational Development

- Build and lead a high-performing team aligned with FNPA's values and strategic objectives;
- Promote a respectful, inclusive, and safe workplace rooted in First Nations cultural frameworks;
- Develop organizational capacity through effective workforce planning, leadership development, and succession strategies.



Program Design, Innovation, and Impact

- Oversee the design and continuous improvement of FNPA's core services, including business verification, training, and capacity-building supports;
- Ensure programming is responsive to the needs of First Nations businesses and reflects procurement trends and opportunities;
- Monitor and evaluate program performance and impact, integrating feedback from stakeholders.

Governance and Operations

- Support the Board of Directors by providing strategic insights, regular reporting, and sound governance recommendations;
- Ensure FNPA complies with all legal, regulatory, and funding requirements;
- Establish operational systems and policies to ensure transparency, accountability, and effectiveness.

Development of an Indigenous Business Directory

The CEO will provide strategic direction and coordination for the development of an Indigenous Business Directory that supports the mandate and values of the First Nations Procurement Authority and its members. This will include guiding the design, selection of technology, implementation, and long-term compliance of the directory in collaboration with First Nation rights holders, Federal government, Indigenous businesses, and partners.

The CEO will ensure that all aspects of the directory uphold Indigenous data sovereignty principles, including culturally grounded governance, rigorous verification practices, consent-based information sharing, and privacy protections aligned with community expectations.



Qualifications

Education

- Formal education in Business, Public Administration, Indigenous Governance, or a related field is ideal;
- A combination of a relevant education, training, and leadership experience will be considered.

Experience

- Several years of progressive leadership experience, including tenure in executive leadership roles;
- Proven experience working with First Nations communities and organizations, preferably in business development, procurement, or economic development;
- Demonstrated success in stakeholder engagement, nonprofit management, and multi-sector collaboration.

Abilities, Knowledge and Skills

- Strong understanding of procurement systems, First Nation business verification processes, and economic reconciliation frameworks;
- Experience with financial management, risk analysis, and strategic planning;
- Excellent communication skills, including public speaking and media representation;
- Knowledge of federal and provincial procurement policies and their application to First Nations businesses;
- Ability to inspire and lead a diverse team in a values-driven organization.



Conditions and Working Environment

- The CEO position operates in a dynamic environment that requires flexibility, adaptability, and the ability to provide strategic executive oversight. The CEO must be comfortable working in high-pressure environments, managing multiple priorities, and responding to evolving organizational and community needs.
- This position is based in a hybrid office environment, with frequent travel required to attend meetings, conferences, and partner engagements, including travel to First Nation communities, government offices, and corporate stakeholders. This position will include prolonged sitting, computer use, and frequent meetings. Evening and weekend work will be required.

Eligibility

- Persons of First Nations ancestry will be given preference in hiring in accordance with applicable human rights legislation. If successful, applicants who have self-identified as Indigenous will be asked to provide verification of citizenship or affirmation from the First Nations, Métis, or Inuit Indigenous community with which they identify.
- Candidates must provide a satisfactory criminal records check as well as confirmation of educational qualifications.



Behavioural Competencies

Indigeneity Respect and Dignity: The CEO must demonstrate a deep respect for Indigenous knowledge, languages, traditions, and governance, while fostering an environment that upholds dignity for all people. They must be committed to reconciliation and meaningful engagement with First Nations communities, as well as leading with inclusivity, equity, and respect for diverse perspectives.

Strategic and Ethical Decision Making: The CEO must demonstrate sound judgement and ethical leadership in balancing financial sustainability, program impact, and governance.

Visionary and Thought Leadership: The CEO must have the ability to anticipate challenges, make informed decisions, and inspire teams. They will foster a culture of respect, fairness, and belonging within the teams and the organization.

Organizational Agility: The CEO must be able to navigate complexity, adapt to changing circumstances, and lead the organization through transformation while maintaining alignment.

Community and Stakeholder Responsiveness: The CEO will have the ability to prioritize and response to the unique needs of diverse stakeholders in a fast-paced environment



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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