

EMPLOYMENT OPPORTUNITY



The Confederacy of Mainland Mi'kmaq

Department of Infrastructure & Community Services

Manager of Community Infrastructure Services

The Confederacy of Mainland Mi'kmaq (The CMM) is a Tribal Council representing eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM is located in the Millbrook Mi'kmaw Community in Nova Scotia and has over 80 Employees. The CMM's Department of Infrastructure & Community Services is currently looking for an energetic, mature and independent candidate to fill the role of a *Manager of Community Infrastructure Services*.

Reporting to the CMM Director of Infrastructure & Community Services, the CMM Manager of Community Infrastructure Services will be responsible for developing, implementing and overseeing community infrastructure programming and services of importance to CMM and its Member Communities. The community infrastructure component of the organization is currently in the developmental stage and offers exciting and dynamic opportunities for the successful candidate. His/her responsibilities will include, at a minimum, the ACRS (Asset Condition Reporting System), Maintenance Management, Asset Management, Capital Planning, and Emergency Measures. CMM will become an information hub for all community asset information.

Position Requirements:

- Must have a diploma or university degree in Infrastructure Planning, Civil Engineering, Business or other related fields.
- Must have three (3) to five (5) years of relevant working experience in Infrastructure Services.
- Must have three years of management and/or administration in a municipality or First Nations' community.
- Experience in preparing RFPs and proposals.
- Must have a demonstrated understanding of Asset management systems, capital planning, maintenance systems, etc.
- Strong communication and presentation skills, both write and oral.
- Excellent research and reporting skills.
- Ability to work both independently and as a team leader.
- Experience working with First Nations communities considered an asset.
- Knowledge of First Nation history, culture and current events considered an asset.
- Must have reliable transportation, drivers' license and the ability to travel.

Salary/Employment Term:

Salary range: \$60,000-\$65,000/year based on qualifications and experience. This is a permanent fulltime position subject to the policies and practise of the CMM. The CMM offers a substantial benefits package to all employees.

Application Deadline: September 18, 2019 by 4:00 PM

Submit Resume to:

Michelle Hepworth, Office Manager
c/o The Confederacy of Mainland Mi'kmaq
PO Box 1590, Truro, Nova Scotia B2N 5V3
Email: michelle@cmmns.com

We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. Only those applicants who qualify for an interview will be contacted. The successful candidate may be required to submit a current criminal record check.