

Director of Strategic Operations National Aboriginal Capital Corporations Association (NACCA)

NACCA is seeking a qualified, highly motivated individual to fill the role of Director of Strategic Operations

About NACCA

NACCA, the National Aboriginal Capital Corporations Association, is a network of over 50 Aboriginal Financial Institutions (AFIs) dedicated to stimulating economic growth for all Indigenous people in Canada. NACCA's goal is to provide opportunities for Indigenous entrepreneurs and increase prosperity for Indigenous people in Canada.

NACCA advocates for Indigenous economic development by focusing on the following: representing the unified voice of AFIs; publishing national and regional results of AFI work; fostering partnerships and building capacity; and delivering programs, products, and services to AFIs.

The Position

Reporting to the Chief Executive Officer, the Director of Strategic Operations will oversee the day-to-day activities of NACCA, ensuring that the organization is managed and performing efficiently and effectively.

The incumbent must have a strong strategy orientation and will lead major initiatives of NACCA while simultaneously building and forging relationships and synergies with the organization's stakeholders such as member AFIs, government departments and agencies, and various other financial institutions that have a role in supporting NACCA's vision. A strong team player, they will be responsible for leading, influencing, and mentoring others in the NACCA organization to ensure that its objectives are met.

The Director of Strategic Operations is someone who anticipates the opportunities and challenges confronting the organization from a broad perspective and focuses the organization on executing today while still maintaining a plan for tomorrow. They are action-oriented and are responsible for providing sound judgment and advice to the CEO.

Key Responsibilities

- Collaborate with the BOD, CEO, and leadership team in setting and driving organizational vision, operational strategy, and organizational needs.
- Facilitate the change initiatives required to execute operations including management of the budget to ensure operational requirements are achieved.

- Develop, implement, and communicate NACCA's strategy plans, both internally and externally.
- Facilitate and drive key strategic initiatives from design through to implementation in order to ensure NACCA's objectives, as described in the strategic plan, are achieved.
- Continuously assessing whether NACCA's strategic initiatives, at all levels of the organization, are in line with its objectives and implemented in keeping with the organization's standards and accepted practices.
- Identify key risks that could impact NACCA strategic objectives and prepare a detailed risk analysis as well as associated risk mitigation strategies.
- Ensure all employees are aware and knowledgeable of NACCA's vision, mission and goals and understand their role in delivering on the organization's strategic plan. Mobilize and manage teams of individuals responsible for executing the strategies. Ensure all employees appreciate the value of their work and see NACCA as an employer of choice.

Knowledge, Experience and Skills

- Minimum of 10 years in a progressive career having worked in several different administrative and operational positions throughout various organizations with previous strategic planning process experience.
- Undergraduate degree or equivalent experience
- Thorough understanding of practices, theories, and policies involved in business and finance
- Excellent verbal and written communication and interpersonal skills
- Excellent managerial and diplomacy skills
- Excellent organizational skills and attention to detail
- Leadership skills and ability to delegate
- Analytical, decision-making, and problem-solving skills

Persons of Indigenous ancestry will be given preference (s. 16(1) CHRA)

This is a full-time position located in Ottawa.

Salary & Benefits

An attractive compensation package with excellent benefits including a defined benefits pension plan

NACCA is committed to an inclusive and barrier-free work environment. Workplace accommodations are available. If contacted regarding this opportunity, please advise the Human Resources representative of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Thank you to all applicants; however, only persons whose applications have been selected will be contacted.

Please send resume and cover letter to HR@nacca.ca

Application deadline: July 15, 2022