

Senior Manager, First Nations Procurement National Aboriginal Capital Corporations Association (NACCA)

NACCA is seeking a qualified, highly motivated and self-directed individual to fill the role of Senior Manager, First Nations Procurement.

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.

About the First Nations Procurement

First Nations Procurement (FNP) will be a revolutionary pathway forward to engage with Indigenous businesses to offer niche-targeted services to realize the minimum requirement of a 5% Indigenous procurement target across the whole of the federal government and, other public service sectors.

The position will play a key role in the procurement and supply chain industry in Canada by identifying and responding to procurement gaps that non-Indigenous organizations have struggled to address. The initiative will provide a suite of services that will strengthen both the Canadian and Indigenous Economies in Canada. These services will be offered to the Indigenous business community, Federal Government Departments, and public service sector: 1) Indigenous Procurement Training, 2) Research and Development (Indigenous procurement and supply chain), 3) Procurement Marketing and Promotion, 4) Indigenous Business Certification, Business Directory and Audit, 5) Data Collection, Reporting and Communication.

The Position

The Senior Manager, First Nations Procurement (FNP) will be responsible for the implementation of the First Nations Procurement initiative in collaboration with other National Indigenous Economic Organizations to advance Indigenous procurement in Canada.

Key Responsibilities

- Responsible for overall development and implementation of the new FNP initiative to assist Indigenous entrepreneurs access and success in the procurement supply chain
- To liaise with and inform National Indigenous Economic Organizations on the progress made to establish and execute a FNP implementation plan
- To foster and maintain positive relationships with the Federal Government to support and finance the creation of the FNP initiative
- Develop, implement, and monitor day-to-day operational systems and processes that support the timely establishment and start-up operations for FNP
- Build and maintain relationships with external stakeholders, and Indigenous partners to make decisions regarding operational activity and strategic goals
- Plan, monitor, and analyze key metrics for the day-to-day performance of the operations to ensure efficient and timely completion of tasks
- Devise strategies to ensure the growth of programs, identifying and implementing infrastructure to advance Indigenous procurement
- Develop organizational policies and standards to ensure Indigenous entrepreneurs and procurement supply chain have access to needed procurement services and supports to increase Indigenous entrepreneurs access to and success in the procurement supply chain

Qualifications and Requirements

- Bachelor's degree in business administration, procurement, or related field and/or equivalent experience
- Substantive experience in management/project management and policy development and analysis
- Superior knowledge of multiple operational functions and principles, including procurement, finance, customer service, and employee management
- Proven ability to plan and manage the operational process for maximum efficiency and productivity
- Ability to streamline and implement new structures and roles that support rapidly shifting organizational demands
- Strong working knowledge of regulations and legislative guidelines
- Experience with budget and business plan development
- Proven ability to develop innovative solutions for increased productivity
- Superior negotiation skills in both internal and external settings
- Masterful organizational, communication, interpersonal, and leadership skills as demonstrated by previous professional success

- Excellent cross-cultural skills
- Travel may be required, almost exclusively within Canada

Persons of Indigenous ancestry will be given preference (OHRC, section 24(1)).

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