



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 Indigenous Financial Institutions (IFIs) 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 IFIs; publishing national and regional results of IFI work; fostering partnerships and building capacity; and delivering programs, products, and services to IFIs.

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.

First Nations Procurement will play a key role in the procurement and supply chain sectors 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 First Nations business community, Federal Government Departments, the broader public service, and corporate Canada sectors, including:

- 1) Procurement Education and Training
- 2) Research and Development (First Nations Procurement and Supply Chain)
- 3) Procurement Marketing and Promotion
- 4) 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 National Indigenous Organizations and National Indigenous Economic Organizations to advance First Nations procurement in Canada.

Key Responsibilities

- Responsible for the overall development and implementation of the new First Nations Procurement Organization to assist First Nations entrepreneurs access to 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 First Nations Procurement implementation plan.
- To foster and maintain positive relationships with the Federal Government to support and finance the creation of the First Nations Procurement initiative.
- Develop, implement, and monitor day-to-day operational systems and processes that support the timely establishment and start-up operations for a First Nations Procurement Organization.
- Build and maintain relationships with external stakeholders and First Nations 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 First Nations procurement.
- Develop organizational policies and standards to ensure Indigenous entrepreneurs and procurement supply chain partners have access to needed procurement services and supports to increase First Nations 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 in conjunction with budget and business plan development.
- Substantive experience in policy development and analysis.
- Strong working knowledge and experience working with National Indigenous Organizations and National Indigenous Economic Organizations.
- Strong working knowledge and experience working with federal government departments (Indigenous Services Canada, Public Services and Procurement Canada, and Treasury Board of Canada Secretariat) and implementation of First Nations procurement programs, policy and/or services.
- Extensive knowledge of multiple operational functions and principles, including procurement, finance, customer service, and government relations.
- Ability to streamline and implement new structures and roles that support rapidly shifting organizational demands.
- Working knowledge of government regulations and legislative guidelines.
- Masterful organization, negotiation, 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)).

This is a full-time position located in Ottawa.



Salary & Benefits

An attractive compensation package with excellent benefits including a defined benefits pension plan. Workplace environment and benefits focused on Indigenous culture and sensitivity. NACCA proudly supports and encourages ongoing training, professional development, and continuous learning for all our employees.

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 submit resume and cover letter to HumanResources@nacca.ca.

Review of applications will commence February 28, 2024, however the posting will remain open until the position is filled.