



SENIOR ACCOUNT MANAGER

THE ORGANISATION

The Métis Voyageur Development Fund (MVDF) is an economic development agency created to support Métis entrepreneurs and businesses in Ontario. As an Indigenous Financial Institution MVDF provides developmental financing and non-repayable contributions to Métis entrepreneurs in Ontario.

THE POSITION

The Senior Account Manager is a permanent position reporting to the Director, Commercial Accounts.

The incumbent will be responsible for:

- Reading, interpreting, and extracting critical information and data from business plans, financial statements and models, and third-party reporting to support commercial credit recommendations
- Providing advice and information on business operations, markets, products, financial programs, and other related matters to qualifying businesses and entrepreneurs
- Managing stakeholder relationship including clients both current and prospective, third-party consultants, and board members
- Attending and participating in board and staff meetings as scheduled
- Performing other related duties as assigned

QUALIFICATIONS & EXPERIENCE

- Degree or Diploma in commerce, business administration, economics, finance, math, science, information technology or equivalent
- Several years of relevant experience in areas of banking, finance or equivalent
- Proven experience with Microsoft Office Suite, including Word, Excel, PowerPoint, and Outlook
- Ability to analyze financial information both primary and secondary for the purposes of analysis and creating/manipulating financial models in Microsoft Excel
- Proven writing experience to prepare clear and concise evaluations for the purpose of providing commercial lending solutions
- Small business management and/or counseling experience would be considered an asset
- Understanding issues facing small business entrepreneurs, their financing needs, and the ability to work and communicate effectively with them would be considered an asset
- Experience working effectively and collaboratively with Métis communities and organizations and/or a willingness to learn about Métis culture and traditions
- Ability to travel periodically through the year for stakeholder engagement

This position is based in Ottawa, Ontario, at 315 St. Laurent Boulevard, with a hybrid work model requiring at least three days in the office each week currently in effect.

Salary will be commensurate with experience and qualifications with a comprehensive benefits package, including a generous group RRSP contribution, life, disability, extended health care, and relocation assistance.



In meeting the objectives and vision of the organization, preference may be given to citizens of the Métis Nation.

TO APPLY

Please forward a detailed resume or CV in confidence, along with a cover letter, no later than close of business 25 November 2024 by e-mail to: monique.richard@mvmf.ca