



LAKE BABINE NATION



EMPLOYMENT OPPORTUNITY

**Chief Executive Officer**



LAKE BABINE NATION

# OVERVIEW



Lake Babine Nation is searching for a dynamic and visionary **Chief Executive Officer** (“**CEO**”) to join our Executive Team and lead our Nation into its next phase of growth and innovation. Lake Babine Nation is on its journey to self-governance through the monumental Foundation Agreement signed by Canada, Lake Babine Nation, and the province in September 2020, and the CEO will be integral in implementing key milestones in alignment with the Foundation Agreement.

The CEO will lead the implementation of the Foundation Agreement for Lake Babine Nation through the establishment of relationships with business partners and strategic leaderships for the organization. As a strategic leader, the CEO will be responsible and accountable for managing and improving the health and performance of the Nation, enhancing business operations, implementing effective strategic plans, and leading the development and delivery of business initiatives.

At Lake Babine Nation, we believe that through good governance, we will ensure all members have a healthy, traditional, and prosperous future. Our commitment to respect, honesty, tradition, and health and wellness helps enable a strong community and brings a rich culture to Lake Babine Nation as a workplace. Our commitment to excellence creates the opportunity for an empowering and rewarding career with the Nation.



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Lake Babine Nation is a prosperous nation in the beautiful Nechako region of British Columbia. Lake Babine Nation (“LBN” or “the Nation”) is the third-largest First Nation band in British Columbia, known for its rich cultural heritage and active participation in agreements to advance towards self-governance.

LBN is located 228km west of Prince George and has 2525 registered band members. The Nation has 27 reserve lands and three (3) communities, which are inhabited year-round, and two that are inhabited seasonally. Before 1957, Lake Babine was two separate Bands, the Old Fort Band and the Fort Babine Band, both situated on the Babine Lake. At the time, approximately 12 communities were inhabited year-round. On June 12, 1957, the Department of Indian Affairs amalgamated the two Bands to form what is now known as the Lake Babine Nation.





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## Vision Statement

A sovereign and prosperous Lake Babine Nation governed by competent and dedicated Chief & Council.

## Mission

Lake Babine Nation Chief and Council, through good governance, will ensure all members a healthy, traditional, and prosperous future.

## Values

### **Respect**

We acknowledge and recognize the important roles of all Lake Babine Nation leaders, members, staff and Elders who work for the betterment of our communities.

### **Honesty**

We will be truthful and trustworthy while treating everyone in a fair and just manner.

### **Traditional**

We will live up to the traditional and contemporary laws and values of Lake Babine Nation, speak our Nad'uten language and practice our culture.

### **Health & Wellness**

We will live a healthy lifestyle





# LAKE BABINE NATION

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## Chief & Council

LBN's Chief and Council members are elected for a 3-year period. The current council was elected in June 2024.

### **Chief**

Wilfred Adam

### **Deputy Chief**

Bessie West

### **Woyenne Council**

Jason Charlie

Melvin Joseph

Fabian Michell

Debbie West

### **Nedo'ats Old Fort**

Erin Alec

### **Tachet Council**

Delores Alec

Mildred George

### **Wit'at Council**

Lyle Michell

## Leadership Vision

The Lake Babine Nation honors the past, present and future. The vision will be achieved by its members, for its members. We see a nation where we have:

- Sustainable environmental stewardship
- Education system providing lifelong learning that results in members contributing to the nation
- Celebrate our cultural identity and uniqueness
- Healthy lifestyle with a positive atmosphere
- Effective, accountable, and transparent government
- Self-sufficiency through economic development



# THE POSITION

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## Summary

Reporting to Lake Babine Nation's (the "Nation") Chief and Council, the **Chief Executive Officer** (the "CEO") is a member of the Nation's Executive Team and is responsible and accountable for managing and improving the health and performance of the Nation; enhancing business operations; implementing effective strategic plans; and leading the development and delivery of business initiatives.

Externally, the CEO represents the Nation and establishes effective and collaborative long-term relationships with business partners to enhance the Nation's profitability and market position. Internally, the CEO empowers the ongoing improvement of the Nation's business model to ensure maximum productivity and revenue. The incumbent provides financial leadership by developing, implementing, and managing budgets and strategic fiscal plans to support the Nation's goals and objectives.

The CEO embodies the concept of two-eyed seeing – with one eye, viewing the world through Indigenous ways of knowing and with the other eye, viewing the world through Western ways of knowing. With this gift of multiple perspectives, the CEO collaborates with Chief and Council and the Executive Team to ensure Nation-wide capacity is strengthened and a healthy, traditional, and prosperous Nation emerges with effective leadership, policy, and practice.

## Key Responsibilities

- Collaborate with other members of the Executive Team to achieve organizational goals through strategic planning and execution.
- Provide leadership for strategic business development and key corporate planning issues on major business decisions.
- Recognize the importance of culture and language in the delivery of effective policies, programs, and practices.
- In collaboration with other Executives, measure departmental performance against strategic goals to ensure efficiency and progress; support performance improvement if necessary.
- Prepare briefing materials, memos, and reports for the Chief and Council on any governmental policies, programs or procedures that impact the Nation, its rights and title, or its members.



- Facilitate and oversee audits conducted by third parties to ensure effective resolution and reporting of auditing activities.
- Empower effective organizational structure and reporting structures between departments.
- Establish and maintain key relationships with strategic business partners: LBN Forestry LP, Burns Lake Native Development Corporation, etc.
- Develop and maintain effective relationships with municipal, provincial, and federal government agencies, as well as professional organizations such as consultancy firms and auditors.
- Seek and build relationships with new stakeholders/interested parties.
- Maintain mutually beneficial relations with existing stakeholders/interested parties.
- Effectively collaborate with key contacts to support organizational objectives.
- Work with Chief and Council and the Executive Team to set a clear vision and strategic direction for the Nation.
- Develop, implement, and assess strategic and tactical plans in accordance with business goals and objectives.

## **Qualifications**

### **Education & Experience**

- Minimum of a bachelor's degree in accounting, business administration, or finance.
- A Master of Business Administration is preferred.
- CPA or CMA designation is an asset.
- Minimum of ten (10) years of recent experience in First Nations administration in progressively more senior roles.

### **Knowledge, Skills & Abilities**

- In-depth experience with First Nations and government entities, direct negotiations, and establishing agreements amongst complex interest groups.
- Comprehensive knowledge of First Nations governing bodies and experience working with Chief and Councils.
- Demonstrated ability to work in a collaborative leadership environment.
- Demonstrated ability to provide leadership in a team environment.
- Demonstrated ability to lead, plan, direct, manage, and implement change.
- Exceptional communication and interpersonal skills; is equally comfortable on a stage, at the Chief and Council table, in community, and in a business setting.



- Demonstrated ability to build effective working relationships.
- Inspires accountability; has a talent for creating a vision that others want to follow.
- Has an impeccable professional reputation and strong network with Indigenous communities, organizations, and businesses, preferably in British Columbia.
- Demonstrated knowledge of First Nations governance and legislation and how they intersect across finance and business ventures.
- Proven experience preparing and presenting budgets, reports, policies, and bylaws.
- Strong understanding of Indigenous culture, values, and community dynamics.
- Proven track record in developing and implementing strategic plans.
- Proficiency in the use of personal computer applications, such as Microsoft Office Suite.
- The ability to speak and understand the Carrier language is an asset.

## **Position Requirements**

### **Job Requirements**

- Valid B.C. Driver's License.
- Completion of a Criminal Records Check.
- Ability to relocate and/or live near Burns Lake, B.C.

### **Working Conditions**

- Travel is required, within B.C. and occasionally across Canada.
- Extended work hours may be required.

## **Compensation**

The salary range for this position is \$122,678.18 to \$177,116.63 per year. LBN establishes salaries within the range based on the incumbent's qualifications and experience.





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# RECRUITMENT PROCESS

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*Pursuant to Section 41 of the BC Human Rights Code, preferential consideration and/or hiring will be given to qualified applicants who self-identify as Indigenous (First Nations, Métis, or Inuit).*

## **How to Apply**

Send your cover letter and resume to [HR@lakebabine.com](mailto:HR@lakebabine.com) by **May 16, 2025**.

## **Hiring Process**

1. Human Resources will confirm receipt of your application within one (1) business day.
2. Pre-screening interviews will take place for short-listed candidates the week of May 19.
3. Selected candidates will be invited to participate in a panel interview the week of May 26.
4. References will be contacted for the successful candidate.
5. An offer of employment will be made.

For additional queries, please contact us at [HR@lakebabine.com](mailto:HR@lakebabine.com)