



# Dehcho First Nations

## Full-Time DEHCHO HUMAN RESOURCE DEVELOPMENT MANAGER

The Dehcho Human Resource Development Manager is responsible for managing the \$1.4 million in human resources development funds received under the Aboriginal Skills, Employment and Training Strategy (ASETS) from Human Resource and Skills Development Canada. The \$1.4 million is comprised of the consolidated revenue fund, the childcare fund and the employment insurance fund.

The Dehcho Human Resources Development Manager seeks and maintains quality and strategic relationships with community partners by participating in Regional Training Committees in the Dehcho and South Slave regions. The Dehcho Human Development Manager ensures quality in the delivery of programs and services to clients and leads in the creation of a positive and highly engaged environment. The Dehcho Human Resource Development Manager is responsible for supporting and providing advice to all stakeholders and liaising with Senior Management, the Executive Committee and Leadership.

The Dehcho Human Resource Development Manager provides advice to a full service centre located in Fort Providence (Deh Gah Got'ie First Nation) to deliver programs targeted to assist indigenous residents to prepare for, and/or obtain and maintain employment. The Dehcho Human Resource Development Manager provides technical advice and assistance while working in partnership with other funders to support the development of staff employed by First Nations Community Governments.

### **Qualifications:**

- post-secondary education (degree, diploma or certificate) in related field, preferably in Human Resource Management or Career Development
- equivalency of three years' experience in similar program delivery
- ability to work independently under deadlines
- excellent interpersonal skills
- ability to communicate in the Dene Zhatie (Dehcho Dialect/s) an asset

### **Application Deadline:**

February 28, 2019 at 4:00 pm

### **Address cover letters to:**

Alison de Pelham, Executive Director

### **Send applications to:**

Email: [sara\\_mcleod@dehcho.org](mailto:sara_mcleod@dehcho.org)

For a detailed job description or for more information, please contact Sara McLeod, Sr. Executive Administrator at the above email or phone (867) 695-2610/Toll Free: 1-866-995-3748.

*Only those selected for an interview will be contacted.*