



Stoney Nakoda – Tsuut’ina Tribal Council Ltd.

P.O. Box 350, 9911 Chiila Blvd.

Tsuut’ina Nation, Alberta T3T 0E1

T. 403.685.2440 F. 403.685.2441

## EMPLOYMENT OPPORTUNITY

### CHIEF EXECUTIVE OFFICER

**Background:** Stoney Nakoda-Tsuut’ina Tribal Council Ltd. (the “Tribal Council”) is an organization formed by the Member First Nations of Bearspaw, Chiniki, Goodstoney and Tsuut’ina Nations. The Tribal Council is responsible for the delivery of programs/services and/or capacity development to the Member First Nations.

#### Role:

The Chief Executive Officer (CEO) reports to the Board of Directors and is responsible for overseeing the overall management, operations, programs, finances and executing strategic planning while contributing to a positive work environment that supports G4’s Tribal Council’s vision, mission, and values.

**Primary Duties and Responsibilities:** As the Chief Executive Officer you will be responsible for

- **Board Governance:** Support the Board in Governance best practices as defined in our vision, mission, and values
- **Financial Oversight:** Oversee financial reporting, audits, compliance requirements, and ensure financial sustainability/accountability, and develop & manage budgets
- **Strategic Leadership:** Develop and implement G4’s strategic plan in alignment with its mission and values. Support the Board of Directors in setting long term goals and priorities. Identify opportunities for growth & partnerships
- **Stakeholder & Community Engagement:** Build strong relationships with key stakeholders, government, partners, and funders. Represent the organization publicly and in community, government, and sector forums.
- **Operational Management & Programs:** Oversee daily operations to ensure efficiency, effectiveness, and accountability. Ensure policies, procedures, and systems are in place and functioning effectively.
- **Risk Management & Compliance:** Identify and mitigate organizational risks. Ensure compliance with legal, regulatory, and ethical standards, maintaining strong internal controls, and accountability mechanisms.
- **Human Resources & Organizational Culture:** Foster a positive, inclusive, and high performing culture. Oversee recruitment, retention, and professional development of staff. Ensure compliance with HR policies, legislation, and best practices.

#### Qualifications & Experience:

- Post-secondary education in business, public administration, or a related field.
- Proven executive leadership experience (7-10+ years in senior management & leadership roles)
- Experience working with Boards of Directors
- Demonstrated ability to lead strategic planning and implementation, and team development
- Strong knowledge of governance, financial management, and organizational operations
- Excellent communication, negotiation, and relationship-building skills
- Good understanding of Îyethka & Tsuut’ina Nations will be given priority
- Management & Compliance: Identify and mitigate organizational risks. Ensure compliance with legal, regulatory, and ethical standards, maintaining strong internal controls, and accountability mechanisms.

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**How to Apply:** Please submit your cover letter and resume detailing your work experience and academic background by 1pm April 30, 2026. Send to:

**Email:** [Ceo@g4tc.org](mailto:Ceo@g4tc.org) or;

**Address:** Stoney Nakoda – Tsuut’ina Tribal Council Ltd.

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Only those applicants selected for an interview will be contacted. The successful candidate will be under a six-month probationary period at the commencement of their employment.