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Kivalliq Inuit Association

EXECUTIVE DIRECTOR

The Kivalliq Inuit Association has a job opening for an Executive Director. Working under the direction of the President and Board of Directors the incumbent will be responsible for the administration of KIA. The Executive Director administers the affairs of KIA in the areas of organizational policies, community concerns, and the responsibilities and duties under the Nunavut Land Claims Agreement.

The Executive Director directs and participates in the development and implementation of KIA goals, objectives, policies and procedures. Directs and ensures proper coordination of all administrative affairs. Prepares and submits to the KIA Board of Directors; reports of staffing, programs and other administrative activities. Prepares agendas and documents, and attends and participates in the KIA Board of Directors and Executive Committee meetings to receive general direction.

The Executive Director must be able to analyze a wide range of issues related to Kivalliq Inuit affairs, including knowledge of the Nunavut social, economic and political situations with interaction between individuals and agencies. The individual should have supervisory experience in a diverse setting, be equipped with post-secondary training and have experience with northern development. Knowledge of current affairs concerning Inuit and the implementation of the Nunavut Land Claims Agreement would be a strong asset. Ability to read, write and speak Inuktitut is required.

Emphasis will be placed on Kivalliq Inuit who resides in the Kivalliq Region. KIA offers a competitive salary and benefits package.

Please fax or email resumé to:

Madeline Kaludjak
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Kivalliq Inuit Association
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Closing date: January 24, 2020 at 5:00 pm CST