

Indigenous Manufacturing and Contracting Network (IMCN) Executive Director Job Profile

Job Purpose

Launched in 2022, the Indigenous Manufacturing and Contracting (IMCN) purpose is:

- To improve the quality of life of Indigenous people in Saskatchewan, as well as generate long-term prosperity
- To represent people who are Indigenous and have lived the experience
- A collective to:
 - Represent Indigenous-owned contracting, manufacturing, and other commercial or industrial supply chain companies - the target sectors - that seek to increase the socio-economic impact of these activities for Indigenous peoples.
 - Create meaningful training programs and individual contributor career opportunities within the target sectors, for one of Canada's greatest untapped resources: Indigenous Youth, the fastest growing youth population in Canada.

The IMCN's mandate is;

- Advancing Indigenous economic development and meaningful engagement.
- Building capacity within the Indigenous community to meet the needs of a growing economy.
- Driving individual growth for Indigenous people through the creation of careers.
- Given the above, the IMCN is less accountable to its membership and more to the Indigenous persons it represents.
- Advocating for best practices with respect to Indigenous procurement.
- Speak equally to the needs of sole proprietor, corporate, and community owned businesses.
- Collaborating with Indigenous and nonindigenous stakeholders from all levels of industry, OEMs, owner/operators, academia, governments including Indigenous Tribal Councils and Development Corporations, to:

- Build a workforce pipeline for their businesses by developing training and education programs for Indigenous Youth by Indigenous grass roots manufacturers
- Meet the growing demand for skills in emerging technologies including machine learning, robotics, automation, AI, augmented and virtual reality, blockchain, and the Internet of Things that rose 36% in 2019.
- Create well-paying careers in manufacturing and construction within our communities
- Support the establishment of new manufacturing and construction businesses including technology companies in indigenous communities; a population that is creating new businesses at 9 times the Canadian average.
- Re-shore virtual industrial design expertise
- Support revenue growth

The IMCN is transitioning from a “virtual” organization to a structure with full-time staff and a visible location. As part of this change, an outstanding opportunity exists for an Executive Director to take responsibility for the development of this industrial organization into a permanent role in Saskatchewan’s business landscape. Reporting to the Chair of the Board, the Executive Director is responsible for the successful leadership and management of the IMCN according to the strategic direction set by the Board of Directors.

Position Summary

The Executive Director will fulfill a key advocacy role for the industry and the association. The role is for a visionary leader who possesses experience in: turning strategy into effective business operations, resolving issues and effectively serving the organization’s members. The Executive Director must have the ability to develop strategy and create, promote and execute programs that deliver on association objectives and priorities while establishing and maintaining mutually beneficial partnerships with current and potential members and stakeholders.

This position is in an office environment based in Saskatoon or Regina; however, we will consider the position working remotely. The mission of the IMCN may sometimes take the Executive Director to non-standard workplaces. Work will be based on a standard workweek, but the needs of the IMCN are results based and

the hours of work may be alternated to achieve those results. Working evenings, weekends, and overtime hours to accommodate activities may be required.

Key Accountabilities:

- Provide professional advice and participate with the Board of Directors in developing a vision and strategic plan to guide the association.
- Develop an operational plan that incorporates goals and objectives that work towards the strategic direction of the association.
- In addition to the Chair of the Board, act as a spokesperson for the association.
- Act as a focal point and take responsibility for the management of all IMCN operational issues.
- Oversee the planning, implementation and evaluation of the coalition's programs and services. Recruit and manage staff.
- Research and manage fund raising and funding proposals.
- Administer the funds of the organization according to the approved budget and monitor the monthly cash flow of the IMCN.
- Take responsibility to building and sustaining meaningful relationships with stakeholders to keep them informed of the work of the IMCN and to identify changes in the community served by the IMCN.
- Develop clear and concise messaging to key audiences.
- Drive to increase IMCN membership.
- Identify and evaluate the risks to the IMCN's people (clients, staff, management, volunteers), property, finances, goodwill, and image and implement measures to control risks.
- Will always have to be level-headed, quick under pressure, always respectable and calculated in the strategic integration of the Indigenous service suppliers association within the industrial sector of Saskatchewan, given the candidate would be responsible for, what could be at times considered challenging the status quo and/or standard modes of practice and/or policy within the industrial sector and to assertively distinguish IMCN as a highly valued network of services fully capable and comparable to other service channels of the like.
- Procuring and keeping the membership informed on opportunities for membership participation in manufacturing, construction and maintenance opportunities within Saskatchewan.
- Will always look for ways to promote the association at various events and networks across Canada.

- Procuring advertising and publication opportunities so that IMCN is always relevant in the news and or other publications that would be noticed and distributed amongst governments and industrial networks throughout Canada.

Candidate profile:

- Preference given to Indigenous applicants with lived experience.
- Post secondary education in a related field is beneficial, with a minimum of 8 years relevant experience in managing supplier, industrial and/or business organization issues.
- Preferably have experience working with some of the industries, suppliers, government agencies or other relevant IMCN stakeholders.
- Be skilled in strategic guidance and have hands-on management experience, preferably in an association/coalition/network.
- Know leadership and management principles as they relate to non-profit and voluntary organizations.
- Have a strong understanding of business, political and other issues relating to industrial supplier issues relevant to Saskatchewan and to IMCN. the candidate also has a strong understanding of Indigenous business, and Indigenous politics and other issues relating to the Indigenous industrial supplier issues relevant to Saskatchewan and to IMCN.
- Be a relationship builder with exceptional written, verbal and listening skills along with excellent presentation skills and have an understanding of web and social media.
- Be solutions oriented with the ability to see the “big picture” and to work both strategically and hands-on to overcome challenges.

Application:

The Saskatchewan Industrial and Mining Suppliers Association (SIMSA) has taken a key role in the formation of the IMCN. SIMSA’s role will decrease over the coalition’s first year.

Formative Bylaws and Terms of Reference are available upon request.

Please submit your application to Eric Anderson, SIMSA's Executive Director, eric.anderson@simsa.ca, by May 6, 2022. The successful candidate will be expected to begin in as soon as possible.