



Chief Executive Officer

Job Posting

Position Title:	Chief Executive Officer
Hours:	35 hours per week
Wage:	Salary Range: \$115,000 – \$137,000 Annually
Closing Date:	<i>Until Position Filled</i>

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.

JOB SUMMARY

Lake Babine Nation (LBN) is seeking a visionary and strategic Chief Executive Officer (CEO) to lead the organization in achieving operational excellence, financial sustainability, and long-term growth. The CEO is directly responsible for the overall health and performance of the organization, the success of its operations, and the development and execution of strategic plans aligned with the direction of Chief & Council. This role provides executive leadership, financial oversight, and governance support while building strong relationships with business partners, government agencies, and affiliated entities.

OVERVIEW OF DUTIES & RESPONSIBILITIES

Strategic Leadership & Governance

- Promote and protect the interests, rights, and title of Lake Babine Nation.
- Advise and report to Chief & Council on strategic, operational, and governance matters.
- Prepare briefing materials and reports on governmental policies, programs, and procedures impacting LBN and its members.
- Develop and implement short- and long-term tactical and strategic plans.
- Monitor legislation, regulations, and policies affecting operations.
- Keep Chief & Council informed of risks, opportunities, and recommended actions.

Financial & Operational Oversight

- Provide financial leadership in collaboration with the CFO, including oversight of budgets, forecasts, and long-term fiscal planning.
- Ensure adherence to approved annual budgets and financial controls.
- Assist the COO in monitoring departmental performance and implementing corrective measures where required.
- Oversee resource allocation among business units and departments.
- Ensure effective reporting structures across all organizational units.
- Facilitate and oversee third-party audits and ensure timely resolution of findings.



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Partnerships & External Relations

- Establish and maintain relationships with municipal, provincial, and federal government agencies.
- Build and strengthen relationships with strategic partners including LBN Forestry LP, Burns Lake Native Development Corporation, and others.
- Liaise with auditors, consultants, and professional organizations to support organizational success and compliance.

MINIMUM REQUIRED QUALIFICATIONS

- University degree in Accounting, Business Administration, or Finance.
- MBA, CPA, or CMA designation preferred.
- Minimum ten (10) years of senior-level First Nation administration experience.
- Strong understanding of Council governance roles and responsibilities.
- Demonstrated experience in financial management, program administration, and strategic planning.
- Knowledge of relevant legislation, policies, and regulatory frameworks.
- Experience preparing reports, policies, by-laws, and funding proposals.
- Knowledge of Human Resource standards and best practices.
- Strong analytical, organizational, and leadership skills.
- Proficiency in Microsoft Office (including intermediate Excel).
- Excellent written and verbal communication skills.
- Ability to maintain confidentiality and exercise sound judgment.
- Criminal Record Check required.
- Understanding of the northern cultural and political environment.

Apply Now!

Complete the [application form](#) and email it with your cover letter and resume to HR:

Attention: Human Resources
Email: hr@lakebabine.com

Pursuant to Section 41 of the B.C. Human Rights Code, preference may be given to applicants of Indigenous ancestry.

We thank all applicants for their interest; short-listed candidat will be contacted for an interview.