



**First Nation of Na-Cho Nyäk Dun  
Mayo, Yukon**

**CAREER OPPORTUNITY  
Director of Finance**

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The community of Mayo is situated at the confluence of the Mayo and Stewart Rivers, approximately 400 km north of Whitehorse within the Traditional Territory of the First Nation of Na-Cho Nyäk Dun. The wilderness in Mayo's backyard is a natural attraction for residents and visitors.

**THE OPPORTUNITY**

You will be responsible for ensuring that the financial affairs of FNNND are maintained at the highest level, ensuring legal and regulatory compliance. This includes direct responsibility for establishing and maintaining financial policies, procedures, controls, and reporting systems (including GST, Income Tax, funding and contribution agreements and investment portfolios). The supervision and development of Finance department staff will enhance your success in this position.

**THE PERSON**

You will provide leadership and coordination for the annual budgeting process, including briefings to Council as required. The Director Finance is extensively relied upon for providing financial expertise to FNNND, General Assembly, the Financial Management Committee, Department Directors and Managers. We are looking for someone who can lead annual multi-year budgeting processes and effectively manage established budgets. Your strong decision-making and problem-solving skills will be key to your success in this position. The ability to communicate effectively with staff, citizens and the public is required.

**YOUR QUALIFICATIONS**

You will possess a Degree in Accounting or Business Administration designation [CPA or CAFM] supplemented by at least three years of experience in a senior management capacity. You will have demonstrated knowledge and experience with Canadian Generally Accepted Accounting Principles [GAAP] Prior experience working within a First Nations environment is preferred.

Salary Range for this position is: \$115,890.00 to \$168,566. The FNNND offers a competitive benefits package. Subsidized housing is available.

**Job description:** <https://www.nndfn.com>

Please submit a Cover Letter and Resume to:

Karen Clark-Marlow  
Director, Human Resources Development & Capacity  
First Nation of Na-Cho Nyäk Dun  
PO Box 220  
Mayo, YT Y0B 1M0 E-mail: [hrd@nndfn.com](mailto:hrd@nndfn.com)

**Closing Date: Friday, February 10<sup>TH</sup>, 2023**

*You must be a resident of Canada in order for your application to be considered. Preference will be given to qualified NND Citizens. We thank all those who apply; however, only those considered for further consideration will be contacted.*