



# KASABONIKA LAKE FIRST NATION

Box 124, Kasabonika Lake, Ontario, P0V 1Y0  
PH 807 535 2547 FX 807 535 1152



## **Employment Opportunity** **Economic Development Officer (EDO), Full-time Position**

### Position Summary:

The Economic Development Officer is a critical role responsible for providing guidance, planning, and assistance in economic initiatives within the community. The EDO will promote economic well-being, work closely with the Chief and Council and implement the economic development strategic plan. This role is integral in fostering the growth of new ventures and existing businesses, as well as supporting community development initiatives.

### Key Duties:

- Provide leadership to promote the economic well-being of the community.
- Act as a liaison, advising on economic development matters to Chief and Council, the private sector, and the community at large.
- Advocate for local economic development initiatives.
- Collaborate with Shibogama's EDO to assess, advise, and facilitate economic development planning initiatives and strategies.
- Develop new ventures, businesses, and partnerships that reinforce community objectives and visions.
- Provide advice and assistance for potential business ventures and opportunities.
- Support existing businesses within the community by providing technical and business management services.
- Assist in formulating resource management strategies and community economic plans.
- Ability to work flexible hours and perform other duties as assigned.

### Qualifications:

- A Diploma in Business, Commerce, Business Development, or Administration, or equivalent work experience is an asset.
- Strong analytical, writing, and business skills.
- Understanding of the cultural, economic, and social issues affecting First Nations communities.
- Proficient in project management and strategic planning.
- Knowledge of First Nation culture and understanding of the Oji-Cree language would be an asset.
- Must possess a valid driver's license and the ability to travel.
- Must be able to obtain a criminal records check.

Please submit your resume, cover letter, and any relevant certifications to the provided email address or mailing address.

Email: [matayesca@outlook.com](mailto:matayesca@outlook.com)