

# Leaders

INTERNATIONAL

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Executive Search



**Executive Director**

**Centre of Excellence for Indigenous  
Mineral Development**



## The Organization

The Centre of Excellence for Indigenous Mineral Development (CEIMD) is the first of its kind worldwide with the mandate to be the primary clearinghouse for relevant data, research, leading practices, case studies and tools for Indigenous Peoples, First Nation Communities, Indigenous Businesses, Industry and Government with respect to the Mineral Development.

Located in Sudbury, the CEIMD will build capacity of Indigenous People in the mining industry in Canada by supporting increased awareness of protocols for Indigenous Engagement. The CEIMD will achieve this by focusing on 3 Central Pillars:

- Provide Indigenous People, the mining Industry and Government with access to information, research, case studies and databases
  - o The Centre will maintain a database of research, tools, templates and case studies on leading practices relevant to Indigenous people, the Mining Industry and the Public Sector. These will include updated technical, legal and financial information, templates for required documentation, referrals for translation assistance for complex technical documents, historical documents (Community related), along with leading practices to guide users through stakeholder interactions (e.g. Industry with Indigenous Communities, Indigenous People and Communities with Public Sector, Industry, etc.).
- Develop and deliver tools, training, & research for Indigenous participation in the mining sector
  - o The Centre will provide access to skills-based training, employment and development offerings to interested Indigenous people including 'Mining 101' workshops as well as 'Indigenous awareness' training



## The Organization (cont.)

- Provide referral & liaison services to interested Indigenous communities and the mining industry with respect to lawyers, accountants, consultants, and environmental companies that have the required expertise in the industry.
  - o The Centre will also serve as a nexus for rightsholders/stakeholders in the overlap between Indigenous Communities and the Mining Sector. Connecting Indigenous communities, Industry, and Public Sector players will be a core function for the Centre.

### Vision

The Vision of the Centre of Excellence for Indigenous Mineral Development is to be the primary source of knowledge and resources to assist meaningful engagement of the indigenous Communities and entrepreneurs with the Mining Sector and mineral development.

### Mission Statement

The Mission of the Centre of Excellence for Indigenous Mineral Development is to help support the need for capacity in the Indigenous Community to become better informed and engaged in the Mining Industry, where they so choose, and to provide Industry, Government and Indigenous Communities in Northern Ontario with the information, tools and guidance necessary to support Indigenous people interests in the Mining Industry.



## The Position Executive Director

Reporting to the Board of Directors, the inaugural Executive Director will have the opportunity to develop and manage the CEIMD from the ground up, shaping its key operations and processes.

The Executive Director will understand and reflect the needs of Indigenous communities as well as industry while building bridges with other strategic partners of the Centre. The strong communication skills of the Executive Director will help drive the strategic plan and mission statement of the CEIMD and support good working relationships and development of key partnerships with Indigenous communities, the mining industry, academia, and government.

The Executive Director will ensure the operation plan is implemented successfully and will participate in the development of future plans incorporating goals and objectives that work towards the strategic direction of the Centre. They will oversee the human resource planning for the centre including staffing/researcher/intern requirements, HR policies, and establishing a positive, healthy, and safe work environment.

The Executive Director will be responsible for all financial planning and management for the CEIMD – working closely with CEIMD’s Board of Directors - along with identifying and pursuing future funding opportunities.

# Responsibilities

## **Leadership**

- Be the strategic leader for the organization responsible for executing the vision and strategy approved by the Board;
- Lead the strategic and operational planning processes for the organization;
- Use knowledge of the minerals Industry to identify best opportunities for the Centre;
- Provide guidance to the development of various case studies; and
- Manage and provide guidance to the Research Assistant role.

## **Operational Planning and Management**

- Oversee the development of the database for trusted information;
- Work with the Board to develop and monitor performance relative to a strategic plan for the organization;
- Develop and continually improve policies and processes to support implementation of the strategic plan;
- Provide effective leadership and management to the human, financial and material resources of the organization;
- Attract, hire, retain and train staff to fulfil the strategic plan of the organization;
- Oversee operational aspects of the database;
- Gather and assess tools provided by partners;
- Ensure that the database is a source of technical resources to provide guidance, workshops and on-site assistance to help a Community/group/business scope their planned involvement in a mining opportunity; and
- Manage marketing activities for the Centre and hire assistance as appropriate.

## **Financial Planning and Management**

- Establish and monitor financial and administrative controls;
- Grow the Centre's funding base as directed by the Board in order to fulfil its mandate and ensure long-term sustainability; and
- Be knowledgeable of ways that the Centre can leverage available funding.

## **External Relations/Partnerships and Advocacy**

- Build and maintain key relationships that will lead to new and innovative partnerships and collaborative activities;
- Manage client relationships;
- Represent the Centre and act on behalf of the organization in negotiations with other stakeholders;
- Act as the official spokesperson for the Centre;
- Work with Industry partners and stakeholders to build research plan for the Centre;
- Coordinate and facilitate meetings between the Centre and other stakeholders; and
- Forming key partnerships and making strategic decisions regarding research activities.



## Qualifications, Experience and Key Attributes

- 10+ years' experience working with Indigenous Peoples, Communities, Organizations in a managerial capacity with at least 5+ years of Mining or Mineral Development Experience at managerial level;
- A Bachelor's Degree in Geology or Business with a related combination of relevant training, experience and knowledge of the minerals development industry;
- Direct experience reporting to a board and executing on its strategy including leading the strategic and operational planning processes for the organization and the ongoing monitoring of performance relative to the strategic plan;
- Ability to build and maintain key relationships that will lead to new and innovative partnerships and collaborative activities:
- A keen and up-to-date understanding of Impact Benefit Agreements and other similar agreements between Indigenous peoples/communities and mineral development companies;
- Capacity to deliver Mining 101 workshops and address client inquiries;
- Experience overseeing research, development and operational initiatives; parallel experience developing an information clearinghouse service including a database, tools, templates, research, case studies on leading practices and other identified resources of trusted information.
- Proven ability to work with Industry partners, post-secondary institutions, research organizations and stakeholders to conduct research and case studies for the Centre;
- Ability to provide effective leadership and management of the human, financial and material resources of the organization. This includes recruiting, retaining and training staff and researchers to fulfil the strategic plan of the organization;
- Ability to establish and monitor financial and administrative controls;
- Ability to grow the Centre's funding and revenue-generation base as directed by the Board in order to fulfil its mandate and ensure long-term sustainability;
- Positive interpersonal, diplomatic, and oral/written communication skills to collaborate and provide project information to the clients and public about the CEIMD;
- Must have a valid passport as possible international travel may be required;
- Must hold a valid driver's licence; and
- Must submit a CPIC on condition of hiring.



## The City of Greater Sudbury

The City of Greater Sudbury is ranked as the happiest city in Canada, according to a recent Statistics Canada study. It is the largest municipality in Northern Ontario. Located four hours north of Toronto, easily accessible thanks to a four-laned Highway 69 and 11 daily flights from Air Canada and Porter, it has a growing population of 160,000 and 330 lakes. About 27% of Greater Sudbury's population identifies French as their mother tongue. The City has vibrant Italian and Finnish communities, among many others.

Sudbury is the hub of post-secondary education in northern Ontario, home to three post-secondary institutions – Laurentian University, Cambrian College and Collège Boréal. In addition, it is also the nucleus for healthcare with Health Sciences North, a state-of-the-art regional healthcare facility, the Northern Ontario School of Medicine, Shkagamik-Kwe Health Centre (Aboriginal Health Access Centre) and the Northeastern Ontario Regional Cancer Centre, supporting Sudbury's role as the main provider of health services in northeastern Ontario.

There are two First Nation communities within the Greater Sudbury Region - Wahnapiatae and Atikameksheng - and another 25 First Nations within a 2.5 hour drive radius of Sudbury. There is also N'Swakamok Native Friendship Centre in the city core.

The City of Greater Sudbury, the sunshine capital of Northeastern Ontario, is known as the City of Lakes. With some 300 freshwater lakes within the city's boundaries and an extensive network of walking trails, the City has a striking natural landscape and endless outdoor enjoyments. Thirty of those lakes are within the urban core, including Ramsey Lake, the largest city-contained lake in North America.



## The City of Greater Sudbury

The arts are well represented and the region is home to a thriving cultural scene. Sudbury's annual Cinéfest is the fourth largest international film festival in Canada and draws participants from all over the world. There are numerous music venues, the Sudbury Symphony Orchestra, and both francophone and anglophone professional theatre at Le Théâtre du Nou-vel-Ontario and The Sudbury Theatre Centre. There is also an active amateur theatre community. Productions are staged through Laurentian University's own Thorneloe College Players and La Troupe, and the Cambrian College Theatre program.

Sudbury schools reflect the diversity of the population. The four school boards – English public, French public, English Roman Catholic and French Roman Catholic – provide many options, including French immersion programs offered by the English public school board. Most schools offer Indigenous programming and Anishinaabe language training. Sudbury was a frontrunner in the development of immersion programs. There is also a number of private schools.



## To Apply

This is an exciting leadership role that offers the unique opportunity to directly impact Indigenous mining. For more details, please contact:

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**Leaders International** specializes in the recruitment of Board of Directors, leadership succession and executive level positions. Our global network, **Penrhyn International**, is a world leader in the executive recruitment industry, with more than 47 offices in over 25 countries on 5 continents.