

JOB OPPORTUNITY

The Nunavik Marine Region Planning Commission (NMRPC) is an institution of public government with the responsibility for the development of planning policies and priorities for the Nunavik Marine Region. The NMRPC is currently seeking to recruit a candidate in the capacity of;

Executive Director (Full-time position)

Place of work: Kuujuaq, Nunavik

Salary range: PM5 range (between \$80,000 to \$100,000 per year)

Benefits: Competitive benefits including but not limited to, travel benefits, northern living allowance, health and dental insurance, retirement savings plan.

Reporting to the Chairperson of the NMRPC, the Executive Director is responsible for:

- Providing information, training, advice and resources to the Commission members to support the fulfilment of their mandate.
- Overseeing and managing the day-to-day operations of the NMRPC, including financial management, human resources, policy development and implementation and the development of Strategic Plans, Annual Work Plans and Budgets for the operations of the Commission.
- Managing and directing NMRPC staff, as well as overseeing the acquisition of contracted services.
- Overseeing the preparation of submissions, briefs, and reports.
- Ensuring development and compliance with policies and procedures to ensure financial integrity and budgetary control.



A full job description is available upon request. **Please submit your resume before 5:00 pm on February 28th, 2020** to: hr@nmrpc.ca. Only candidates selected for an interview will be contacted.