

JOB OPPORTUNITY

The Nunavik Marine Region Impact Review Board (NMRIRB) is an institution of public government responsible for the impact assessment of proposed development projects in the Nunavik Marine Region. The NMRIRB is currently seeking to recruit a candidate to work in Kuujjuaq, in the capacity of;

Executive Director (Full-time position)

Place of work: Kuujjuaq, 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 NMRIRB, the Executive Director is responsible to:

- Provide information, training, advice and resources to the NMRIRB members to support the fulfilment of their mandate.
- Oversee and manage the day-to-day operations of the NMRIRB, including financial management, human resources, policy development and implementation and the development of strategic plans, annual work plans and budgets.
- Managing and directing NMRIRB staff, as well as overseeing the acquisition of contracted services.
- Ensure 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@nmrirb.ca. Only candidates selected for an interview will be contacted.