



Request for Committee Member

FINANCE & AUDIT COMMITTEE

Closing Date: October 5, 2022 at 4:00 p.m. local time

Fort Nelson First Nation is located 8 kilometers south of Fort Nelson, British Columbia and is an organization that is currently undergoing growth and development to achieve self-determination and economic independence.

Having enacted its Financial Administration Law under the authority of the *Fiscal Management Act*, the Nation is looking for an experienced business person to join its Finance and Audit Committee. The Finance and Audit Committee assists Council in carrying out its oversight responsibilities for financial reporting, internal control and risk management processes.

This appointment will fill a mid-term vacancy, with term ending April 1, 2024. The committee member is expected to commit to preparing for and attending a minimum of 5 committee meetings per year, and individuals may attend the meetings in person or via video conferencing. Applicants must be independent of the Nation and free of any conflict of interest.

The qualified independent committee member will provide financial and audit oversight, and the successful applicant will have demonstrated expert level knowledge, skills and abilities.

Required qualifications:

- The individual has more than seven (7) years of finance experience including reading and presenting financial plans and financial statements;
- The individual is not in arrears with any monies owing to Fort Nelson First Nation.
- The ability to read, understand and analyze the First Nation's annual financial statements and the notes to the financial statements;
- The ability to understand accounting policies, including any estimates used or judgments applied by management in the application of the First Nation's accounting policies, when these are explained by the First Nation's Senior Financial Officer and the auditor;
- An understanding of the First Nation's objectives and operations that may impact the selection or application of accounting policies;
- A knowledge and understanding of the strategies that have been adopted by the First Nation and the risks inherent in any new strategies; and
- An ability to understand the First Nation's risk environment.

Preferred qualifications:

- Accounting designation CPA, CA, CGA or CIA

Experience in one or more of the following areas would be an asset:

- Risk Management
- Business Analytics/Management Information Systems
- Organizational Sustainability
- First Nations Administration
- Economic Development

Compensation will be provided on a per meeting basis.

Submissions must include a cover letter and resume emailed in portable document format (PDF):

| Title | Contents |
|-------------------------------------|--|
| Letter of Interest | The Letter of Interest should explain how you can meet the requirements outlined in the Roles & Responsibilities document. |
| Resume | The Resume should explain your educational background and work experience in the relevant work and should include evidence of credentials. |
| Three (3) Letters of Recommendation | Three letters of recommendation, of which two may have been provided within the past thirty-six (36) months, and one must be recent. |

Fort Nelson First Nation Chief and Council invite interested qualified applicants to submit a letter of interest and resume by **4:00 PM** local time on **October 5, 2022** to:

Erin McLeay, Corporate Services Clerk by email: erin.mcleay@fnnation.ca

Please direct all enquiries and requests for information packages and clarification, via email to the above noted individual.

Closing Date: October 5, 2021