

Employment Opportunities



Position: Finance Business Partner Service
Area: Siksika Treasury Department
Location: Siksika Nation
Salary: Based on Education and Experience
Date Posted: September 2, 2025
Closing Date: September 12, 2025
Competition Number: STFBP-02-01-02-25

POSITION SUMMARY:

The Finance Business Partner plays a critical role in providing financial expertise and strategic guidance to support the financial management and decision-making processes of the Siksika Nation Administration. This position serves as a trusted advisor and collaborates with various stakeholders to ensure the financial sustainability and growth of the Siksika Nation.

DUTIES & RESPONSIBILITIES: *Duties include but are not limited to:*

- General finance and accounting duties as assigned by the CFO and/or Controller (e.g., financial reporting, budgeting, forecasting, analysis, Indigenous Service Canada (ISC) funding reporting, finance policies and procedures, training).
- Organizational procurement, including maintenance of contracts and the upkeep of policies and procedures.

MINIMUM QUALIFICATIONS:

Required Knowledge, Skills, and Abilities

- Strong knowledge of Indigenous financial management principles, government funding frameworks, and reporting requirements.
- Strong knowledge of Siksika Nation Administration Financial Administrative Law (FAL), and federal legislation applicable to First Nations.
- Proficiency in financial software and tools, as well as MS Excel for financial analysis and modeling.
- Excellent analytical skills and the ability to interpret complex financial data to provide meaningful insights and recommendations.
- Strong communication and interpersonal skills to build collaborative relationships and effectively communicate financial information to diverse stakeholders.

Education and Experience

- Professional certifications (e.g., CPA) are preferred.
- Bachelor's degree in commerce, Finance, Accounting, Business Administration, or a related field required.
- Minimum three years' experience in financial management, budgeting, and analysis, preferably within a First Nation organization or a similar Indigenous community context required.
- Previous finance working experience within the Public Sector or large/complex non-profit.

Other:

- Criminal Record Check Required

EMAIL recruitment@siksikanation.com To Apply, Receive a Job Description or Employment Application form.

CALL 403-734-5567 or 403-734-5579 to learn more.

WEBSITE www.siksikanation.com

Position will be filled based on requirements and candidate qualifications. Priority: Siksika Members, Indigenous Community, then others.