

Employment Opportunities



Position: TRIBAL MANAGER

Service Area: SIKSIKA NATION TRIBAL ADMINISTRATION

Location: SIKSIKA NATION

Salary: Based on Education and Experience

Date Posted: SEPTEMBER 14, 2026

Closing Date: OCTOBER 1, 2026

Competition Number: TM-10-07-21-26 **DEADLINE EXTENDED**

POSITION SUMMARY:

The Tribal Manager is responsible for the overall leadership, administration, strategic direction, organizational performance, and operational management of the Siksika Nation Tribal Administration's service area's programs and services. The Tribal Manager provides professional, impartial, and strategic advice to elected leadership while ensuring the effective implementation of Ohkinniinaa ki Ninaiks (Chief and Council) vision, priorities, laws, policies, and directives. The Tribal Manager promotes excellence in public administration through strong governance, financial stewardship, organizational accountability, risk management, and service delivery. The Tribal Manager leads the Executive Management Team in delivering programs and services that enhance the quality of life for Siksika Nation members while ensuring compliance with the Financial Administration Law (FAL), applicable legislation, Nation policies, funding agreements, and accepted standards of public sector management.

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

Will provide lead oversight of: Governance and Ohkinniinaa ki Ninaiks (Chief and Council) Support, Strategic Leadership, Executive Leadership, Financial Stewardship, Organizational Performance, Enterprise Risk Management, Business Continuity and Emergency Management, Human Resources and Organizational Development, Integrated Service Delivery, Capital Projects and Infrastructure, Digital Transformation and Information Governance, Government, Indigenous and Stakeholder Relations, and Compliance and Accountability.

MINIMUM QUALIFICATIONS:

Required Knowledge, Skills, and Abilities:

Strategic planning and executive leadership acumen, Financial management and budgeting expertise, Strong public administration experience, Excellent organizational development and change management skills, Executive decision-making and business continuity planning ability, Enterprise risk management with superb capital project oversight skills, Political acumen with strong Indigenous governance knowledge, Excellent Human Resource leadership skills, Negotiation and mediation with excellent conflict resolution skills, Excellent verbal and written communication, Ethical leadership and sound judgment with empathy and cultural sensitivity, Strong analytical and problem-solving abilities, with time management skills, Ability to manage confidential and sensitive information with integrity and trust, Commitment to transparency, accountability and public service excellence.

Education and Experience:

- Bachelor's degree in Business Administration, Public Administration, Indigenous Governance, Finance, Law or a related discipline
- A Master's degree is considered an asset
- Minimum ten (10) years of progressively responsible executive leadership experience
- A combination of a two-year diploma in Business Management (or a related field) and relevant management experience will also be considered

Professional Designation/Certification/Licenses:

Professional designations such as CPA, ICD.D, CPHR, P.Eng., PMP or equivalent are considered assets

Culture/Language: Requires a moderate ability to speak the Siksika language and moderate knowledge of the Siksika culture.

Other: Security clearance required

To Apply, Receive a Job Description or Employment Application form:

EMAIL recruitment@siksikanation.com

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.