Arctic
Athabaskan
Council (AAC)

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EMPLOYMENT OPPORTUNITY

Senior Executive Officer (SEO) - Arctic Athabaskan Council (AAC)

Application Deadline: Until Filled

The Arctic Athabaskan Council (AAC) is seeking an experienced and strategic Senior Executive Officer (SEO) to lead the organization's operations, governance, partnerships, and advocacy efforts on behalf of Arctic Athabaskan Peoples. Based out of AAC's Whitehorse, Yukon office, the SEO will report to the Board of Directors and work closely with the Chair AND Program Manager to provide leadership in organizational management, financial oversight, policy development and the implementation of AAC priorities at regional, national, and international levels.

The successful candidate will bring demonstrated senior leadership experience, a strong understanding of Indigenous governance, and knowledge of Arctic issues, climate change, and environmental advocacy. The SEO will supervise the Program Manager and work closely with AAC's Board of Directors, Member Nations, governments, Arctic Council partners, researchers, and Indigenous Peoples Organizations (IPO) to advance the interests, knowledge systems, and priorities of Arctic Athabaskan Peoples.

This position will involve both national and international travel as required.

Main Qualifications and Experience:

- Minimum five years of progressive senior management experience in Indigenous governments, nonprofit organizations, Arctic policy, environmental and climate change initiatives, or related sectors.
- Strong understanding of the Arctic Council, its Working Groups, and the role of Indigenous Permanent Participants, including the Arctic Athabaskan Council.
- Experience advancing Indigenous interests in areas such as climate change adaptation and resilience, Arctic governance, environmental policy, sustainable development, food security, Indigenous knowledge systems, or emerging Arctic security issues.
- Demonstrated experience supporting Boards of Directors, governance processes, strategic planning, and organizational development.
- Proven financial management experience, including budgets, audits, funding agreements, contracts, and reporting requirements.
- Experience building collaborative relationships with Indigenous governments, Elders, youth, government agencies, researchers, funders, and international partners.
- Exceptional leadership, communication, diplomacy, and organizational skills.
- Ability to work independently with minimum supervision and within a team environment.
- Strong planning, organizational and project management skills.

Assets

- Knowledge of Athabaskan cultures, governance systems and Treaties, traditional knowledge, and contemporary priorities across Arctic Athabaskan communities.

- Lived experience and/or established relationships within Athabaskan communities will be considered a significant asset.

Conditions of Employment

- Criminal Records Check
- Class 5 Drivers License

Compensation

This job will commence as permanent three-quarter time with the possibly of developing into a permanent full-time position. A flexible work schedule will be based on organization priorities.

Priority Consideration:
Priority will be given to qualified Athabaskan and Indigenous applicants who demonstrate the skills, experience, and knowledge required for the position. AAC is committed to advancing Indigenous leadership and ensuring the role reflects the values, priorities, and perspectives of Arctic Athabaskan Peoples.

Location:
This position is based in Whitehorse, Yukon.

A detailed job description is available upon request.

Interested applicants can send their resumes, complete with references, with a cover letter to:

executive@aac-north.ca
Arctic Athabaskan Council
PO Box 39 Station C SC
Whitehorse, Yukon Y1A 5X9

We thank all applicants, but only those selected for further consideration will be contacted.