



Qalipu Holdings Inc.

Employment Opportunity – Full-time Permanent Position

Job Title: Director of Business Development

Location: 57 Park Street, Corner Brook, NL

Hours of Work: 35 hrs. per week

Salary: As per experience

Qalipu Holdings Inc.:

Qalipu Holdings Inc. (QHI) is a company owned by the Qalipu First Nation (QFN). It is responsible for all business operations, activities and commercial revenue generation associated with the QFN, and is governed by an arms-length Board of Directors. It is a multi-operation entity with business interests in fisheries, rental properties, transportation, mining, offshore/onshore energy and various other sectors of interest. QFN is the largest First Nation in Canada with 24,000 members in 67 federally recognized communities across Newfoundland. It is headquartered in Corner Brook, NL.

Knowledge and Experience

Ideally, the incumbent will be conversant with First Nation organizational structures, ancestral and aboriginal rights as they relate to business and investment opportunities. Familiarization with key economic sectors and potential business opportunities within QFN communities and adjacent areas is a vitally important knowledge set. An ability to work independently, with senior business and government representatives, external consultants, legal representatives and other professionals to develop sound investment opportunities leading to new commercial revenues for QHI is an imperative for this position. Progressive experience related to budget preparation, monitoring and project financial tracking would be an asset.

Job Description: The Director of Business Development will be responsible for developing new commercial opportunities for a group of indigenous companies owned by QFN. The primary emphasis will be on growing revenue streams, identifying and developing new investment opportunities and expanding QHI's network of partner companies. The Director will assume a pivotal role in the development and implementation of commercial growth strategies and projects to support key investment priorities and initiatives. The Director will develop partnerships and relationships with industry organizations, indigenous community groups, leaders in the private and government sectors to implement

projects and identify and implement opportunities to support business growth attributable to the QFN. As well, the incumbent will assume responsibility for overseeing all aspects of QHI's commercial fishing, licensing, safety compliance and partnership arrangements as a key priority.

The Director of Business Development reports to the Qalipu Holdings Inc. CEO.

Responsibilities

- Working collaboratively with the CEO and Board of Directors in developing comprehensive investment strategies to increase revenue streams.
- Managing QHI's commercial fishing operations which includes multiple licenses, approximately 40 professionally certified fishers and various other commercial joint-venture partners in the province. An ability to coordinate with senior DFO representatives both regionally and provincially as well as a working knowledge of the Atlantic Aboriginal Fishing Policy are imperatives.
- Identifying and evaluating new business opportunities and submitted business plans. Analyzing business plan components and financial information to determine feasibility and appropriateness for investment as part of the due-diligence process.
- Researching funding sources and writing proposals for financial assistance to support QHI activities. Project funding compliance and monthly tracking will be key elements of the position.
- Preparing Terms of Reference to engage external consultants; recommending selection and providing project guidance to ensure designated outcomes.
- Negotiating with business executives and senior government representatives related to devising business ventures which will increase revenue.
- Preparation of various business partnership arrangements such as MOUs, Letters of Intent, Joint Ventures and other documents to secure partnerships.
- Leading complex Project Management activities related to preparing investment opportunities, formal business partnerships and sources of financing.
- Budget preparation and monthly monitoring.
- Supervision of administrative and financial management staff to ensure management and financial tracking protocols are adhered to.
- Coordinating and consulting with QFN senior band management staff, Chief and Council on related issues.
- Preparing and conducting presentations to a wide range of business interests and the Board of Directors.
- Preparation of business reports, project assessments, and recommendations to the CEO and Board of Directors.
- Fluency in basic computer applications, online research, preparing technical reports, financial and data spreadsheets is a fundamental requirement.

- Assist the CEO in negotiating comprehensive partnership agreements and joint-ventures with industry partners to increase QHI activities and revenue.
- Maintaining confidentiality and privacy of the internal operations and activities of Qalipu Holdings Inc.

Qualifications: The preferred candidate will hold a minimum of a Bachelor's degree in the general areas of either business administration, resource management, project management or equivalent. The candidate must be able to demonstrate a level of competency in the job description core areas of responsibility. An ability to demonstrate progressive decision-making responsibility in current or previous career positions would be an asset. Normally, 5-7 years of business development, management and supervisory experience would be required to meet the expectations of this position.

Work Conditions: This is an office-based position with duties predominantly met during regular working hours. A high level of independence along with a strong work ethic is essential. Some travel associated with business meetings, attendance at industry shows and so on will require a flexible work schedule. The incumbent must have access to a personal vehicle for work related travel and provide proof of a valid driver's licence.

Apply: Please apply electronically using MS Word with three (3) current business references to: mmacdonald@qalipudevelopment.com with **subject line: Director of Business Development.**

Deadline for receipt of Cover Letter and Resume: 4:00 pm, Friday, January 27, 2023

Please note: All diplomas/certificates relating to completion of education must be included.

Qalipu Holdings Inc. is an equal opportunity employer. In situations where candidates have equal credentials, preference will be given to aboriginal candidates. If you are a member of Qalipu First Nation, please indicate it in your cover letter.

We would like to thank all applicants who apply; however, only applicants selected for an interview will be contacted. No telephone calls please.