Administration Office
Fort Severn First Nation   Ph: 1-807-478-1114
Fort Severn, Ontario   Fx: 1-807-478-1136

Sub-Office
8 Mine Road   Ph: 1-807-735-1381
P.O. Box 340   Toll Free: 1-800-387-3740
Balmertown, ON   Fx: 1-807-735-1383
P0V 1C0   Website: www.knet.ca

P·∇∩ₒᵔ   ▷PLbᐤ

EXTERNAL JOB POSTING:	**KO-KNET COORDINATOR**
LOCATION:	**SIOUX LOOKOUT**
STARTING DATE:	**JULY 2013 or until filled**
SALARY:	**DEPENDENT UPON QUALIFICATIONS**

JOB SUMMARY:

Reporting to the KO Executive Director, the KO-KNET Coordinator plans and oversees all aspects of the KO-KNET program and its telecommunication services. She/ He ensures that the program adheres to the budget, that milestones and outcomes are achieved on time. She/ He co-ordinates all liaison with project partners, funding programs, telecom industry and is responsible for developing all matching and supplementary funding for programs and services. She/ He is responsible for internal and external communications. The KO-KNET Coordinator leads the Kuhkenah team working with the Network, Business and Operations Managers. She/ He chairs the KO-KNET Management Committee ensuring the other Program teams and their members are able to successfully deliver the required services.

SKILLS, EXPERIENCE and EDUCATION QUALIFICATIONS:

1. Demonstrated human and financial resources management in telecommunication service industry
2. Ability to speak/ write Cree, Oji-Cree of Ojibway is a very strong asset along with a demonstrated competence in written and oral English
3. Production of detailed reports, funding proposals, publication, marketing materials, research, telecom privacy development, national and international presentations
4. Leadership role developing and maintaining effective and positive professional and co-operative working relationships with KO management and staff, First Nations, community stakeholders key funding partners, telecom industry, institutions and service providers
5. Management of large multi-million dollar projects requiring adhering to budgetary, personnel, safety, regulatory guidelines, milestones and deliverables are met on time and are verifiable
6. Willing to acquire new skills and knowledge to be effective in position; sees learning as integral to job; essential strategic information flows appropriately within and outside the organization
7. Partnership-building and linkages result in demonstrated acquisitions of additional funding to support and sustain industry- standard services, infrastructure and applications
8. Degree or equivalent in business/ public administration, information sciences or other appropriate disciplines with a minimum of five years pertinent work experience that relates to familiarity with network systems, technologies and architectures; applied knowledge of ICT applications and pricing along with applied knowledge of negotiating and monitoring agreements and contracts
9. Knowledge of participatory research design, quantitative statistical analysis of needs, evaluation, implementing and managing large scale First Nation community-based projects; familiarity with project management tools and techniques.

SEND COMPLETE RESUME WITH 3 REFERENCES TO:

Keewatinook Okimakanak Hiring Committee (KO-KNET Coordinator)
C/o Peter Campbell, KO Executive Director
PO Box 340, 8 Mine Road, Balmertown, ON, P0V 1C0
Fax: 1-807-735-1383   E-Mail: hiring@knet.ca
Only people who are selected for an interview will be contacted.
DEADLINE FOR APPLICATIONS: July 5, 2013