



governWISE Employment Opportunity



Nokiiwin
TRIBAL COUNCIL

Position: **Finance Advisor Northwestern Ontario**

Status: 2 Position (FT/PT Term Contracts)

Opening Date: January 8, 2026

Location: Northwestern Ontario (Thunder Bay to Manitoba Border area preferred).

Posting Reference #: NTC - 202605

Contract End Date: March 31, 2027 (*high probability of extension this is an ongoing government funded initiative*)

Closing Date: Open until filled

Salary Range: \$69,760.60 - \$77,513.80

Be Part of a Growing Movement for First Nations Governance governWISE Alliance, a division of Nokiiwin Tribal Council, is dedicated to supporting all Ontario First Nations in strengthening governance and building long-term capacity. We believe sustainable change starts from within-and through collaboration, innovation, and empowerment, we're shaping a future led by confident, skilled, and knowledgeable Indigenous leaders. governWISE is not just a program-it's a powerful, community-driven movement rooted in Nation-building.

An Exciting Opportunity to Ignite Change

Are you ready to create a meaningful impact in First Nations communities? We're looking for a passionate, experienced forward-thinking Finance Advisor to join our dynamic and purpose-driven team. This is more than a job; it's a unique opportunity to be part of a movement that aims to transform governance across Ontario by empowering community leaders.

Your Role: Support, Empower, and Build Capacity

As Finance Advisor, you will collaborate closely with the governWISE Alliance team and work directly with First Nation finance personnel across Ontario with special focus on Northwestern Ontario First Nation Communities. You will identify needs and workplans based on our established processes and provide hands-on training and feedback both in person and remotely, to help strengthen financial capacity meeting each community where they are at! If you're motivated by purpose, eager to grow, and passionate about supporting Indigenous-led progress, we'd love to hear from you!

Key Responsibilities

- Build and maintain positive, trust-based relationships with First Nation leadership and administrative staff.
- Respond in a timely fashion to inquiries and provide clear, expert guidance on First Nation finance practices and procedures.
- Support communities in enhancing or establishing effective financial policies, practices, and systems.
- Assist, train and provide guidance in budgeting, audit preparation, workplans and strengthening internal financial controls.
- Develop, maintain and organize documentation including workflows, training materials, and reports
- Collaborate closely with the governWISE team and key stakeholders to support capacity building initiatives
- Deliver and or prepare relevant and practical training sessions, presentations and workshops - in person and virtually.
- Contribute to feedback, planning and facilitation of webinars, workshops, special events, trade shows and more
- Identify and implement solutions that improve financial processes and overall organizational efficiency.
- Actively participate as a member of the governWISE Alliance team, supporting the mission to "Ignite Action to Strengthen the Future" You will have the opportunity to participate and be exposed to all key areas of governance.
- Travel to communities, conferences, and workshops is required

Preferred Qualifications

- Minimum post secondary education college diploma in business administration, finance, accounting or a related field combined with First Nation finance, or Band Administrator experience.
- 1-2 years experience in a finance, accounting or senior administrative role, within a First Nation organization
- Working knowledge of Canadian Public Sector Accounting Standards, an asset

- Experience with financial analysis and Indigenous Services Canada financial reporting requirements.
- An appreciation of and interest in First Nation cultures and community aspirations is required.
- Must be highly accurate, detail oriented, self-motivated, and able to work both independently and as a team member.
- Advanced working knowledge of Financial Software
- Advanced working knowledge of excel; strong analytical and report writing skills, excellent organizational and time management skills required.
- Must have valid Ontario Driver's License and access to reliable transportation.
- Successful completion of a Level 1: Police Criminal Record Check (PCRC)
- Excellent communication skills with the ability to present and explain complex subject matter.
- Strong organizational skills with an attention to detail.
- Proficient in Microsoft Office suite (word, excel, power point).
- Valid Drivers' license and access to a reliable vehicle is required.
- Minimal travel may be required including community visits, workshops, and conferences.
- The preferred candidate will be ideally located in Thunder Bay, or Northwestern, Ontario. Some travel may be required.
- Successful completion of Level 1 - Police Criminal Record (PCRC).

Core Competencies

- Strong communication and facilitation skills
- Ability to translate complex financial concepts into practical tools
- Problem-solving and systems-thinking ability
- Ability to build trust-based relationships
- Time management and ability to work independently
- Confidentiality and professionalism

Travel Expectations

- Approximately 10-30% depending on community needs.

Day in the Life

- responding to urgent financial questions from communities
- supporting policy development and implementation
- assisting with funding proposals or reporting packages
- collaborating with other governWISE Advisors (HR, governance, IT, etc.)

Work Environment / Tools

- Fully remote within Northwestern Ontario
- Laptop, cell phone, and other tools provided

Special Consideration for First Nations Applicants

First Nations candidates are strongly encouraged to apply.

What We: Offer:

- Competitive Salary
- 35-hour work week
- Employer 100 % paid benefits and RRSP match
- A safe culture of continuous learning and opportunity for growth

Ready to make a difference?

Apply today and become part of our dynamic team!

Interested applicants are encouraged to **apply online at www.indeed.com** by **submitting a single PDF document** that includes their cover letter, resume, and three (3) professional references.

We encourage all qualified candidates to apply for this position. Preference will be given to applicants who self-identify as First Nations, Inuit, or Métis, as part of our commitment to supporting Indigenous communities and advancing reconciliation.

Only candidates who meet the qualifications and are granted an interview will be contacted.

Nokiiwin is an equal opportunity employer and is committed to providing employment accommodation in accordance with the Canada Labour Code and Accessible Canada Act. If you require accommodation to apply or if selected to participate in an assessment process, please advise Human Resources.

Learn more at www.nokiiwin.com/work

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