

The MISSISSAUGAS OF THE CREDIT FIRST NATION
Is accepting applications for the full-time, permanent position of



Governance Manager

Governance Department | Full-Time, Permanent

Mississaugas of the Credit First Nation (MCFN) is a vibrant, community-focused Nation committed to cultural preservation, effective governance, and the wellbeing of our members. Our team works collaboratively to strengthen community, uphold accountability, and honour the teachings, traditions, and values of the Anishinaabe people.

We are seeking a strategic, knowledgeable, and culturally grounded Governance Manager who will play a key role in leading governance practices, strengthening policy development, and supporting transparent, accountable decision-making across the organization. This position is ideal for a professional who is passionate about Indigenous governance and committed to making a meaningful impact within the MCFN community.

Key Responsibilities

In this role, you will:

- Provide expert advice on governance matters, including by-laws, Council procedures, and codes of conduct
- Lead the development, review, and implementation of governance policies and frameworks
- Support Council orientation, training, performance evaluation, and strategic planning initiatives
- Oversee the creation and maintenance of a centralized policy repository to ensure consistency and accessibility across departments
- Ensure organizational compliance with applicable federal, provincial, and First Nations governance standards
- Foster cross-departmental collaboration to support consistent policy application and alignment
- Monitor emerging trends, legislation, and best practices impacting governance and policy
- Supervise and support Governance staff while leading departmental priorities and day-to-day operations
- Prepare reports, recommendations, and policy briefs for senior leadership, Chief, and Council
- Build and maintain relationships with community members, external partners, and government agencies

Qualifications & Experience

We are looking for candidates who bring:

- Bachelor's degree in Public Administration, Indigenous Studies, Political Science, Law, or a related field



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2789 Mississauga Road, Hagersville, Ontario N0A 1H0



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- Minimum five (5) years of experience in policy development or within an Indigenous organization
- Minimum two (2) years of progressive supervisory experience
- Strong understanding of Indigenous governance systems, legal frameworks, and intergovernmental relations
- Knowledge of OCAP® principles (Ownership, Control, Access, and Possession)
- Exceptional written, verbal, and analytical skills
- Demonstrated leadership in policy development and cross-functional collaboration
- High level of professionalism, discretion, and cultural sensitivity
- Proficiency in Microsoft Office and related tools

Assets:

- Experience in large data or policy repository management

Why Work for MCFN?

At MCFN, your work has purpose. You're not just filling a position — you're contributing to the growth, governance, and future of a proud, resilient First Nation. We offer more than employment; we offer meaningful, community-centered careers.

Benefits

- Competitive vacation package
- Comprehensive group benefits (Health, Dental, and Life) and pension plan
- Generous paid time off (Medical and Personal days)
- 5 mental wellness days
- Professional development and leadership training opportunities
- Supportive executive leadership environment
- Opportunity to drive meaningful, community-level change

First Nations Preference

In accordance with section 16(1) of the Canadian Human Rights Act and as part of the Mississaugas of the Credit First Nation's commitment to supporting the employment and advancement of Indigenous peoples, preference may be given to qualified candidates who self-identify as First Nations. Applicants who wish to be considered under this preference are invited to voluntarily self-identify in their cover letter.

Mississaugas of the Credit First Nation is committed to fostering a diverse and inclusive workplace. We provide employment opportunities in a manner consistent with applicable human rights legislation and do not discriminate on the basis of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, record of offences, marital status, family status, disability, or any other ground protected by law, subject to any lawful special programs.



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How to Apply

Please submit your résumé and cover letter to: Hr.Clerk@mncfn.ca

Deadline: June 5, 2026



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