



OPPORTUNITY BRIEF

General Manager (Lobster Pound)

SEARCH CONDUCTED BY PLACEMAKING 4G





ABOUT

Millbrook First Nation is a Mi'kmaq community located within the town of Truro, positioned in the hub of Nova Scotia. Millbrook First Nation also has reserve land in Beaver Dam, Sheet Harbour, Dartmouth, and Cole Harbour, along with other privately owned lands near Truro and Sheet Harbour.

Using its geographic location, Millbrook First Nation has thrived in numerous economic development endeavours within the past decade. Economic development projects include but are not limited to the construction of the Truro, Millbrook Power Centre, residential apartment buildings and a gaming centre located in Cole Harbour, and a wharf in Sheet Harbour.

Vision

Millbrook First Nation to be the economic engine for the benefit of its members.

Membership

On Reserve: 981
Off Reserve: 1331
Total: 2312

This Moment, This Position

Working directly under the Business Development Manager at Millbrook Fisheries, the **General Manager** position will be responsible for all day-to-day operations at the lobster holding facility.

The General Manager will have a good working knowledge of the fishing industry and seafood sectors, be **organized** with **strong verbal and written communication skills**, have **multi-tasking** and **problem-solving** abilities and be comfortable with a fast-paced working environment. The ideal candidate will have previous management experience and preferably expertise within the industry, specifically as it relates to lobster buying, holding and sales.





POSITION RESPONSIBILITIES

Knowledge Of:

- Lobster pound infrastructure, associated equipment and technical specifications of water quality filtration and monitoring systems.
- Lobster handling and quality best practices.
- Traceability, eco-certifications (e.g. Marine Stewardship Council) and other sustainability programs.
- Provincial buying and processing regulations and federal export protocols.
- Canadian Food Inspection Agency and HACCP plans.
- Federal, provincial, NGO, academic and First Nation partnership funding streams.
- Cultural sensitivity towards First Nations culture and our way of life.
- Knowledge of Mi'kmaw culture and general issues of the Millbrook First Nation community.

Key Skills:

- Proficiency in leadership and team development.
- Adaptability to evolving challenges and opportunities
- Proficiency in using computers and software applications.
- Excellent interpersonal skills.
- Ability to function within a team.
- Strong decision-making and problem-solving skills.
- Effective written, and verbal communication, and active listening skills.
- Stress management skills.
- Time management skills.
- Well organized, with the ability to multi-task, prioritize and meet tight timelines.
- Valid driver's license and reliable transportation.



Abilities:

Plan, direct, and manage all daily operations that would include:

- Communication with harvesters supplying product.
- Overseeing the purchase of raw materials in coordination with the Sheet Harbour Wharf and Property Supervisor.
- Maintain records to standards required by provincial and federal licensing bodies.
- Coordinate planned activities related to the management of holding facility including but not limited to, meetings with federal and provincial government representatives, other Indigenous communities, and other industry interest holders.
- Create and maintain positive, effective client relationships— Responsible for customer satisfaction and supporting dispute resolution as required.
- Keep up to date on market conditions, trends and political dynamics that may affect the business.
- Set production goals and ensure that these goals are being met or exceeded.
- Conduct daily administrative and strategic planning tasks including but not limited to the development of employee work schedules, equipment and supply orders, maintenance logs, and repair costs.
- Stay up to date on community-authorized harvesting plans, government regulation and policies, and create and implement new holding facility policy directives as required (in coordination with the Business Development Manager).

EXPERIENCE & EDUCATION

- Relevant post-secondary education.
- At least three years' experience working directly with Indigenous Organizations and/or First Nation communities.
- Experience working in the seafood or fishing sectors in a management or supervisory capacity is an asset.
- Experience working in a lobster holding facility in any capacity is considered an asset.
- St. John's Ambulance/First Aid Certificate would be an asset.
- Lobster Quality and Handling Course will be required.
- Criminal Record Check (If applicable).



THE PACKAGE

Salary: \$65,000-75,000/annum

Benefits *Vacation & Holiday Closure in December, Pension, Group Benefits*

Location *64 Churchpoint Rd., Sheet Harbour B0J 3B0
Nova Scotia*

STATEMENT OF INTENTION

We are seeking a candidate with knowledge of and cultural sensitivity towards First Nations culture and our way of life.

Preference will be provided to qualified Indigenous peoples, particularly those that identify as Mi'kmaq, and/or who are from Millbrook First Nation.

If accommodation to the recruitment process would help you to present your full contribution potential to the process, we would love to support you.

➔➔ Apply now by [Clicking Here!](#)

Applications will be accepted until

April 24, 2024

*Please include a cover letter that speaks your experience and offers a glimpse of your personality. **Wela'lin!***



What to Expect

- We closely review all applications and read each cover letter (we promise).
- If you are selected as a top candidate, expect a phone call with a Lead Placemaker from P4G. This is someone who treats the recruitment process non-traditionally. We want to know what inspires you.
- Selected candidates will proceed to a virtual interview with the Lead P4G Placemaker and 2-3 organization representatives.
- Finalists may participate in a second round interview or skills activity (virtual or in person).
- P4G will check employment references and assist in presenting an offer to the successful candidate.