

Position Profile

Chief Executive Officer

Lytton First Nation Economic Development Corporation

ABOUT THE COMPANY

The Lytton First Nation Economic Development Corporation (LFNEDC) is the business and economic development arm of Lytton First Nation, representing more than 2,200 members. LFNEDC is focused on advancing sustainable economic growth, creating business opportunities, and generating long-term prosperity for the Nation and its members. The corporation is tasked with identifying, developing, and managing economic opportunities that align with the Nation's values, culture, and long-term goals. LFNEDC has already created successful and sustainable business and sees many new opportunities to develop and support their community.

POSITION OVERVIEW

Reporting to the LFNEDC Board of Directors, the Chief Executive Officer is responsible for leading the day-to-day operations, business activities, staff, assets, partnerships, and strategic priorities of the corporation. The Board provides governance oversight, strategic direction, and approval of major plans, policies, budgets, and business decisions, while the CEO is accountable for operational leadership and execution.

Working in close collaboration with Lytton First Nation Chief and Council, the Board, community leadership, and key partners, the CEO will review current and past economic development activities, assess existing businesses and assets, and develop a practical path forward that supports sustainable growth, community prosperity, employment, and long-term economic independence.

LFNEDC is seeking a CEO who will be a visible, engaged, and trusted presence in the community. The successful candidate will bring strong strategic leadership, sound business judgment, creative problem-solving skills, and the ability to build relationships across Lytton First Nation, the broader Nlaka'pamux community, government, industry, and economic development partners.

As CEO, you will be instrumental in navigating LFNEDC through its current growth phase, building an organizational structure that delivers exceptional customer service, fosters teamwork, and ensures quality, cost-effective solutions. This role will also shape the corporation's ability to adapt to future challenges and opportunities.

VISION

To create sustainable economic development and business opportunities that generate long-term prosperity for the Lytton First Nation community while advancing self-determination, employment, and economic independence for future generations.

MISSION

To identify, develop, and manage business ventures, investments, and partnerships that align with the values, culture, and long-term goals of the Lytton First Nation, creating meaningful benefits for community members and supporting sustainable growth.

VALUES

Community Prosperity – Commitment to creating economic opportunities that support the long-term well-being and prosperity of Lytton First Nation members.

Sustainability – Focus on responsible development that balances economic success with environmental stewardship and respect for future generations.

Partnership & Collaboration – Building strong relationships with community members, governments, industry partners, neighbouring First Nations, and stakeholders to achieve shared success.

Innovation & Growth – Pursuing new business opportunities, creative solutions, and continuous improvement to strengthen economic self-sufficiency and community resilience.

Respect for Culture and Values – Ensuring all economic development initiatives honour and reflect the culture, traditions, and aspirations of the Lytton First Nation.

KEY RESPONSIBILITIES

- Develop and execute the organization's strategic and business plans in alignment with the values, priorities, and long-term vision of Lytton First Nation, with a focus on creating sustainable prosperity, employment opportunities, and long-term benefits for the Nation and its members.
- Provide overall leadership for day-to-day operations, ensuring strong execution, accountability, and organizational performance.
- Foster a culture of sound governance, risk awareness, and operational excellence through effective internal controls and risk management practices.
- Build, lead, and develop a high-performing team, including the recruitment, management, and, where necessary, dismissal of employees and contractors in accordance with approved policies, budgets, and Board direction.
- Provide leadership, coaching, mentorship, and performance management to employees and business leaders, ensuring staff are qualified, appropriately trained and certified, held accountable to performance expectations, and supported in their professional growth and development.
- Conduct a review of current and past economic development activities, assets, businesses, and partnership arrangements to identify opportunities for growth, improvement, and long-term value creation.
- Identify, evaluate, and advance new business ventures, investment opportunities, acquisitions, joint ventures, and commercial partnerships, including feasibility assessments and implementation of approved opportunities.
- Provide regular reports to the Board on financial and operational performance, emerging trends, business opportunities, and key risks to support informed decision-making.
- Engage the community and present updates at a minimum of quarterly intervals, with additional presentations at six-month intervals and during the AGM.
- Oversee financial planning activities, including recommendations regarding cash management, financing requirements, and capital allocation strategies that support approved business and strategic plans.
- Ensure LFN EDC businesses meet all legal requirements, and that business is conducted in a manner that is compliant with all corporate and operating policies set out by the Board (i.e., Human Resources, Financial, Information Management, Legal, etc. The CEO will monitor and enforce the policies.
- Ensure appropriate systems are in place for the management of organizational records, incident reporting, safety documentation, meeting records, and the maintenance and stewardship of vehicles, equipment, facilities, and other corporate assets.
- Provide input on negotiations related to LFN economic development opportunities when requested.
- Build and maintain strategic relationships with governments, industry, neighbouring First Nations, funding agencies, financial institutions, Indigenous economic development organizations, and private-sector partners.
- Engage appropriate legal, financial, human resources, and other professional advisors to support due diligence, risk management, and informed decision-making.

- Advance LFNEC's role as a driver of local prosperity by supporting employment, training, procurement, and partnership opportunities for Lytton First Nation members, local businesses, and member-owned companies wherever practical and appropriate.
- Identify and manage financial, operational, legal, and strategic risks through effective internal controls, policies, and mitigation strategies, including identifying policy gaps and developing solutions for Board consideration and approval.
- Provide clear and regular reporting to the Board, Chief and Council, and appropriate stakeholders on financial and operational performance, project progress, emerging opportunities, risks, and key trends.
- Establish reporting expectations and performance measures for operating business leaders, ensuring reporting practices support effective oversight, accountability, and informed decision-making.

Personal Qualities of the CEO

The following personal qualities would be an asset for any individual assuming the position of CEO to possess:

- Well-respected business leader capable of building sustainable and profitable enterprises while respecting the culture, values, traditions, lands, and people of Lytton First Nation and the broader Nlaka'pamux community.
- Entrepreneurial, innovative, and practical, with the ability to identify opportunities and move priorities from concept to execution.
- An effective relationship builder who earns trust across community, government, and business sectors.
- A collaborative and authentic communicator who engages others with respect and transparency.
- Brings a respected reputation across Indigenous economic development, community, government, industry, and partner networks, and can build trust with Lytton First Nation and surrounding communities.
- Demonstrates honesty, integrity, sound judgment, and respect for others.
- Understands the importance of community presence, listening, cultural respect, and long-term relationship building.

EDUCATION AND EXPERIENCE REQUIREMENTS

Education and Professional Background

- A university degree in business administration, commerce, finance, public administration, economic development, or a related discipline is preferred. An equivalent combination of education, training, and senior leadership experience will also be considered.
- A minimum of five years of progressive managerial or senior leadership experience is required.
- Demonstrated experience in a senior leadership role, particularly in a dynamic, growth-oriented, community-accountable, or Indigenous governance environment.

Required Experience and Capabilities

- Advanced knowledge of First Nation governance, administration, and Indigenous economic development.

- Demonstrated success in Indigenous economic development, business development, community economic development, or related sectors, with the ability to balance economic, social, cultural, and environmental objectives.
- Experience working with a Board of Directors, Chief and Council, or comparable governance structure.
- Demonstrated ability to distinguish between governance and operational management and to support effective decision-making at both levels.
- Demonstrated senior leadership experience, including leadership, coaching, team development, succession planning, and organizational growth.
- Experience leading the development, implementation, monitoring, and continuous improvement of organizational policies, procedures, and governance frameworks.
- Strong financial and business acumen, including budgeting, forecasting, capital planning, investment analysis, risk management, and corporate governance.
- Experience developing, negotiating, and managing joint ventures, partnerships, or other complex strategic relationships.
- Knowledge of natural resource development, major infrastructure, construction, or land-based economic development initiatives is considered an asset.
- Proven ability to think strategically and creatively, assess opportunities, solve complex problems, and move priorities from concept to execution.
- Strong leadership, team-building, negotiation, facilitation, and stakeholder engagement skills.
- Excellent written and verbal communication skills, including the ability to prepare clear board reports, briefing materials, business cases, and funding submissions.

Cultural Awareness

- Demonstrated cultural competency and experience working with Indigenous communities; knowledge of Lytton First Nation and Nlaka'pamux culture and history is considered an asset.

Additional Requirements

- Willingness to undertake training or certification to enhance job proficiency.
- Must pass a criminal record check (CPIC).
- Must possess a valid BC driver's license with access to a personal vehicle.

COMPENSATION

- Competitive salary \$125,000 – \$150,000/annum
- Housing support or accommodation options may be available and will be discussed with shortlisted candidates.
- Benefits.

We welcome conversations with individuals interested in learning more about this unique leadership opportunity. To explore the role in confidence, please contact a member of our Executive Search team at MNP.

We thank all applicants for their interest; however, only those selected to move forward in the process will be contacted.

To ensure a fair and consistent recruitment process, all inquiries and applications should be directed through MNP. Direct approaches to Lytton First Nation Economic Development Corporation, its Board members, or staff will not be considered part of the recruitment process.

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About British Columbia

British Columbia (BC), named after the Columbia River and the historic British colony, is a diverse and scenic province on Canada's west coast, bordered by the Pacific Ocean and the Rocky Mountains. It offers a high quality of life and a dynamic economy driven by technology, natural resources, tourism, and trade.

Its main urban centers are Vancouver, the largest city and economic hub, and Victoria, the provincial capital on Vancouver Island. BC is known for its multicultural population, innovative industries, and strong global connections, highlighted by the busy Port of Vancouver.



BC is also known for its exceptional natural landscapes, including destinations like Whistler, Stanley Park, the Okanagan Valley, and numerous national and provincial parks. These locations offer year-round outdoor activities such as skiing, hiking, camping, and wine tourism, attracting visitors from around the world. The province places a strong emphasis on environmental sustainability, along with well-regarded education and healthcare systems, contributing to its reputation as one of Canada's most desirable places to live.

Economically, British Columbia has a strong and diverse job market, with key sectors including technology, construction, forestry, clean energy, and tourism. While the cost of living, especially in the Vancouver region, is higher than in many other provinces, BC continues to attract both domestic and international migrants. This is largely due to its employment opportunities, high quality of life, multicultural communities, and unique balance of urban living and access to nature.



About Lytton



Lytton is a resilient and deeply rooted community located in the Fraser Canyon of British Columbia, at the confluence of the Thompson and Fraser Rivers. The area is part of the traditional territory of the Nlaka'pamux people and is home to Lytton First Nation, whose connection to the land, waters, culture, and community continues to shape the region's identity and future. Surrounded by dramatic canyon landscapes, river systems, and culturally significant places, including Stein Valley Nlaka'pamux Heritage Park, Lytton offers a unique blend of history, opportunity, cultural strength, and community spirit.

The region is supported by a diverse economy that includes Indigenous economic development, construction, transportation, tourism, and natural resource industries. Through the leadership of the Lytton First Nation Economic Development Corporation (LFNEDC), the community continues to advance sustainable business opportunities that create employment, support long-term prosperity, and strengthen economic self-sufficiency for future generations.

Lytton is also known for its strong sense of community, deep cultural roots, and access to year-round outdoor recreation. Residents and visitors enjoy world-class fishing, hiking, camping, and river activities, while community events and cultural initiatives celebrate the region's rich Nlaka'pamux heritage. As the community continues to rebuild and grow, Lytton remains focused on creating a sustainable future that balances economic development, cultural preservation, and environmental stewardship.



In 2021, Lytton experienced a devastating wildfire that had a profound impact on the community, surrounding areas, homes, businesses, infrastructure, and families. Since that time, rebuilding has been about more than replacing physical structures. It has also been about restoring community life, supporting displaced families, revitalizing the local economy, creating employment and training opportunities, and honouring the cultural strength and resilience of the people who call this area home. For the future CEO of LFNEDC, this creates a meaningful opportunity to help support the next stage of community renewal by advancing practical economic development, strengthening local businesses and partnerships, and contributing to a future rooted in prosperity, cultural respect, and long-term resilience.

Living in Lytton

Lytton offers a unique quality of life that combines a close-knit community atmosphere with access to some of British Columbia's most spectacular natural landscapes. Situated at the confluence of the Fraser and Thompson Rivers in the heart of the Fraser Canyon, residents enjoy year-round outdoor recreation including hiking, fishing, camping, river activities, and exploring the region's rugged mountains and scenic canyon trails. The area's natural beauty and rich Indigenous heritage create a strong connection to the land and a welcoming sense of community.



Lytton is particularly appealing to individuals and families seeking a quieter lifestyle while remaining connected to key transportation routes between the Interior and Lower Mainland. The community offers access to local services, recreation opportunities, cultural events, and community programs that reflect the values and traditions of the Lytton First Nation.



Ongoing community development initiatives continue to support long-term growth and resilience in the region.

One of Lytton's greatest strengths is its combination of lifestyle, community connection, and opportunity. Residents benefit from a slower pace of life, access to outdoor adventure, and the chance to be part of a community focused on sustainable growth, cultural preservation, and economic development. For professionals and families alike, Lytton offers a rewarding blend of natural beauty, meaningful community engagement, and an exceptional quality of life in the Fraser Canyon.