



Indigenous Tourism Alberta

The Chief Executive Officer (CEO) of Indigenous Tourism Alberta plays a vital leadership role in promoting and managing tourism that highlights Indigenous culture, heritage, and communities. This role involves strategic planning, advocacy, fundraising, and partnership building to ensure that the organization meets its goals while remaining aligned with Indigenous values and traditions.

Job Title: Chief Executive Officer (CEO)

Reports to: Board of Directors

Key Responsibilities:

1. Leadership & Strategy:

- Develop and execute the organization's vision, mission, and strategic plan in collaboration with the Board of Directors.
- Advocate for sustainable and culturally respectful tourism practices that benefit Indigenous communities.
- Lead the organization in expanding awareness and appreciation of Indigenous tourism at local, national, and international levels.
- Promote Indigenous leadership, values, and knowledge in all organizational activities.

2. Stakeholder Engagement & Relationship Building:

- Build and maintain strong relationships with communities, tourism operators, government agencies, and other stakeholders.
- Serve as a spokesperson and advocate ensuring the organization's representation in key industry forums, events, and policy discussions.
- Facilitate partnerships between Indigenous communities and tourism stakeholders to promote economic development and cultural preservation.

3. Financial Management:

- Oversee the organization's financial health, including budgeting, reporting, and ensuring compliance with non-profit regulations.
- Ensure transparency and accountability in financial management, regularly reporting to the Board of Directors.

4. Operations & Program Management:

- Oversee the day-to-day operations of the organization, ensuring that programs and services align with the organization's mission and goals.
- Implement initiatives that promote responsible and ethical tourism practices that benefit Indigenous peoples.
- Foster an inclusive, positive, and collaborative organizational culture.

5. Advocacy & Policy Development:

- Collaborate with government and industry leaders to influence policy decisions.
- Work to create opportunities for growth and development in the organization.



Indigenous Tourism Alberta

6. Human Resources & Talent Development:

- Lead, mentor, and support the professional development of staff, promoting Indigenous employment and leadership within the organization.
- Foster a collaborative and inclusive workplace culture that respects and upholds Indigenous values and traditions.

Qualifications:

- Experience in tourism, non-profit leadership, or economic development.
- Proven track record in strategic leadership, financial management, and organizational growth.
- Strong skills in relationship building with diverse stakeholders, government agencies, and tourism operators.
- Excellent communication and public speaking skills, with the ability to serve as an advocate and spokesperson for Indigenous tourism.

Key Competencies:

- Visionary leadership with the ability to develop long-term strategies that promote economic development.
- Collaboration and partnership-building with internal and external stakeholders.
- Financial acumen with the ability to manage budgets and secure sustainable funding.
- Strong advocacy skills to influence policy and promote Indigenous tourism.

Additional Requirements:

- Willingness to travel frequently to promote and secure partnerships.
- A passion for Indigenous rights, cultural heritage, and community development.