The Indigenous Tourism Association of Canada is seeking an experienced leader in the position of Chief Strategy Officer.

Based in Vancouver and reporting to the Chief Executive Officer, the Chief Strategy Officer is responsible for supporting strategic initiatives that align with ITAC’s strategic plan, as well as building partnerships and developing plans and programs with the provinces and territories to grow regional Indigenous Tourism Associations.

This position requires excellent leadership skills, relationship building skills, effective problem-solving skills, and strategic thinking with a focus on achieving results and meeting goals in line with ITAC’s high standards.

**Responsibilities include (but are not limited to):**

**Operations**

- Play a key role in facilitating organizational capacity and project management of all strategic initiatives, identifying gaps as key projects are implemented and devising solutions
- Prepare, implement and evaluate ITAC’s programs
- Participate in regular meetings with departmental directors to discuss operational performance and support improvements
- Partner with the leadership team to support change management and scale strategy objectives
- Gain an in-depth understanding of all ITAC operations to provide support as needed and assist in resolving issues in a timely manner
- Document and track progress against stated goals and KPI’s for each department
- In support of the CEO, maintain partnerships and relations with Destination Canada, Parks Canada, Tourism HR Canada, Assembly of First Nations, World Indigenous Tourism Association, Government of Alberta and Atlantic Canada Opportunities Agency
- Develop and maintain relationships with Businesses and prospects for sponsorship
- Assist with demonstrating value of ITAC through research, reporting to partners / members, via newsletters, web news, blogs
- Support growth of ITAC memberships

**Leadership**

- Support the ITAC strategic process and build action plans that align to the strategic plan
- Assist with the development of corporate year-end reports
- Provide support in building partnerships and developing plans and programs with provinces and territories to establish and grow regional Indigenous Tourism Associations
- Assist with exploring revenue generation to further strengthen ITAC’s financial sustainability
Education:
- University Degree with a focus on Business or equivalent

Relevant experience
- Knowledge of Indigenous communities, businesses and similar organizations across Canada
- Minimum of 10 years operational experience, minimum of 7 years of senior leadership experience
- Experience in developing tourism strategy
- Experience with a destination marketing organization is an asset
- Understanding of destination development and marketing of tourism experiences
- Knowledge tourism plans, non-Indigenous destinations and tourism partners
- Experience in working with non-profit organizations
- Project management experience an asset

Skills and Abilities
- Excellent written and verbal communication skills including corporate report writing
- Solid organizational skills including attention to detail and multitasking skills
- Ability to manage competing timelines
- Excellent relationship building skills
- Ability to plan and prioritize workload
- Independent self-starter
- Adaptable and flexible to changing priorities
- Strong working knowledge of Microsoft Office
- Extensive travel is required with this position (30%+)

To apply to this position please respond by email to HR@chemistryconsulting.ca with the following position title in the subject line “ITAC Chief Strategy Officer” and attach a cover letter and resume outlining your experience, qualifications and salary expectations. Closing date for this position is October 15, 2019.

We thank all those who apply, however, only those shortlisted will be contacted for an interview. Please no phone calls.