



ATC Ventures Corporate Overview

This is a unique opportunity for a seasoned executive to shape an organization in the early stage of its launch. ATC Ventures is a new, for-profit corporate arm of Athabasca Tribal Council (ATC), an alliance of our First Nations from the Athabasca Region. The company has been established to bring a specialized and dedicated focus to attracting investment capital and partnership opportunities that will provide revenue sources and finance projects in the First Nation communities that we serve, complementing ATC's mission to enrich the well-being, health, and prosperity of our people.

Chief Executive Officer Opportunity

At this early stage of ATC Ventures' evolution, the CEO will, in collaboration with the Board of Directors, be leading the development of the strategic plan, establishing the team and setting up the operation, while hitting the ground running on targeted networking and corporate development with the investment community, government and private sector businesses on a national level that have shared interests.

This is a role that requires organizational leadership as well as hands-on, tactical management as you establish the vision/strategy and execute the plan. As a well-qualified candidate for this position, you have substantial senior leadership experience where you have demonstrated the ability to implement the vision in a start-up/early-stage business, leverage your network and industry profile to establish partnerships, secure investment and funding, and lead the growth of a profitable business.

You are a strong communicator and relationship builder who values collaboration and can navigate a complex multi-stakeholder environment with ease, have a track record of deal making and negotiation, and are known to be a take charge leader who motivates their employees and nurtures a culture oriented toward achievement.

Measures of Success in First Year

1. Develop a strategic plan and supporting financial forecast, including capital requirements and cash flow
2. Identify and implement the initial systems, processes and vendor relationships required to operate the business
3. Design the required organizational structure to support the operation in the short to mid-term, recruit and onboard key roles
4. Support any remaining branding, marketing development or other launch related activities that are outstanding
5. Raise the profile of ATC Ventures nationally (and, longer term, internationally) to government and private sector organizations, and actively engage stakeholders in the business
6. Build a pipeline of partnership opportunities and programs, qualifying and evaluating the suitability for our business interests and the communities that we serve
7. Develop frameworks for:
 - a. Evaluation and decision making for the exploration of new projects/partnerships to ensure opportunities align with ATC Ventures' strategic priorities and principles and will meet the required financial/profitability objectives
 - b. Due diligence processes for approved projects/partnerships
 - c. Governance processes for active project monitoring
 - d. Evaluation of project milestones and success against defined objectives
8. Build strong relationships with the members of the Board of Directors (the Chiefs of the four First Nations)
9. Foster an organizational culture that champions the vision, is motivated and delivers results



Key Responsibilities

The CEO broadly manages the business and affairs of the organization with the objectives of enriching the well-being, health, and prosperity of the Nations it represents and enhancing shareholder value. The following are the key responsibilities in the successfully fulfilling that mandate:

1. Strategic Plan

As a first priority, develop a strategic plan for ATC Ventures that aligns with the initial vision of the Board, and which includes the following:

- Provides a landscape of the industry, opportunities and stakeholder needs
- Identifies ATC Ventures' competitive differentiation and strengths as a partner to government and the private sector, the areas of focus for projects and partnerships, and target entities
- Details key priorities in year 1 and years 2 – 3
- Identifies any legal, regulatory, tax or other related considerations
- Provides a risk assessment
- Provides a supporting financial forecast (income statement), capital requirements and cash flow, as well as a sensitivity analysis

Following approval of the Board, execute the priorities outlined within the strategic plan as scheduled.

2. Stakeholder Relations

Build the profile of ATC Ventures and promote the business nationally to entities that align with our approach outlined in the strategic plan. Work closely with key First Nations stakeholders to collaborate on ideas, solicit input and provide significant updates.

Nurture relationships to develop and strengthen partnerships, establish new industry contacts and create advocates of our vision. Stay current on industry developments, stakeholder shifts, regulatory changes, etc., contribute our expertise and advocate our interests in the areas that we work.

Develop a solid working relationship with the Board of Directors, keep them well informed on the performance of the organization and any issues that may arise, leverage their experience and facilitate their performance of their Board governance duties.

3. Investment and Funding

Actively identify and build a pipeline of partnership opportunities that are potential sources of investment and funding, qualify and evaluate those that would support the development of revenue sources and finance projects. Prioritize opportunities with a view to maximize efficiency and returns, using a defined evaluation and decision-making framework to ensure consistent and objective evaluation. Lead the due diligence processes on deals and funding arrangements, and liaise with accountants, lawyers, specialist and/or other professionals on transactions.

Maintain regularized communication with investors, government stakeholders and/or partners to ensure they are informed and consulted, and leverage their support as needed.

Directly oversee, monitor and provide reporting on any deal-specific requirements.

4. Operations and Human Resources

Determine the skills and expertise required to support the operation of the business and design the organizational structure of the ATC Ventures team, with consideration to adding resources selectively as the business grows in order to efficiently manage operating costs. Lead the recruitment, selection and onboarding of new team members.



Demonstrate a leadership style that motivates and empowers employees, and promote a culture that champions our purpose and is oriented toward achievement.

Plan the technology, systems and processes required to support the business operation, establishing policies and procedures to operationalize workflows, manage quality and monitor project timelines and milestones.

Ensure compliance with applicable regulatory, legal, insurance, tax and professional requirements, including government reporting. Establish the appropriate operational productivity metrics for the business (KPIs) and key risk indicators (KRIs).

As the operational structure is solidified, plan succession for own role and the key areas of responsibility in the business, actively developing top performers for advancement.

5. Financial Management

Bring disciplined oversight and analysis to the financial management of ATC Ventures.

Annually create a budget for the operation, including an income statement, capital requirements, balance sheet and cashflow. Should the business performance vary considerably from budget, create and maintain a current forecast for the operation to reflect revised expectations.

Drive revenue growth and closely monitor performance, manage expenses prudently and be well versed on the overall financial condition of the business.

Establish the appropriate financial metrics to measure the performance of the business and the return on investment of the participating Nations.

Introduce financial management technology to facilitate the accounting and business reporting activities. Retain any outside professional services that may be required to support the accounting and related compliance activities.

Experience

- Substantial years of experience in managing start-ups or early-stage businesses as a P&L owner
- Industry experience in the energy sector, infrastructure and/or real estate would be an asset
- Strong familiarity with key players on a national level in the investor community and private sector, built through reputation and experience funding deals and establishing partnerships
- Experience in provincial and federal government relations and advocacy, and strong familiarity with funding programs, grants, etc., built through experience being approved and administering programs
- Accomplished in building out business propositions and projects in excess of \$10M
- Substantial experience in contact and long-term agreement negotiations.
- An understanding and appreciation of the Indigenous culture and the Treaty with good working relationships within the First Nations
- A minimum of a Bachelor of Business Administration degree or equivalent; a Master's degree in business, Finance or related is preferred

Attributes

- Ability to plan broad, long-range goals (strategic) and translate plans into results through achievable, actionable steps
- Takes command, is focused on results and able to lead through others
- A relationship builder and influencer
- An entrepreneurial mindset with outstanding organizational and leadership skills
- Ability to build consensus and relationships among all stakeholders
- Communicates effectively, clearly expressing ideas, being explicit about expectations and keeping others well informed

ATC Ventures
Chief Executive Officer – Opportunity Overview



- Fosters collaboration and uses influence to work through challenging situations and manage conflict
- Adapts with ease in an evolving role with competing interests, priorities and deadlines and varied stakeholder interests

Applying

Please send a cover letter and resume by email to the following:

hr@atcfn.ca
Athabasca Tribal Council

Please note that only those candidates that have the required experience will be contacted. Thank you for your interest in ATC Ventures.

The selected candidate must successfully complete a background credit and criminal check and, where required, additional screening, security or others, that may be required by business partners.