



REQUEST FOR PROPOSALS

WATERFRONT TORONTO TASK FORCE PROJECT MANAGER

PURPOSE:

The Waterfront Toronto Task Force Project Manager will oversee the operations of the MCFN Task Force to coordinate advancing MCFN's goals related to Waterfront Toronto's revitalization activities in its traditional treaty territory.

OBJECTIVES:

- Overall responsibility for coordinating MCFN's engagement with Waterfront Toronto and other partners;
- Develop, implement and oversee a strategy regarding MCFN's approach to the Waterfront Toronto Project;
- Chair the MCFN Waterfront Toronto Task Force including by scheduling, setting agenda's, taking minutes, and distributing any follow-up/action-items to the appropriate team members or leads;
- Tracking Task Force priorities, timelines, and budgets;
- Reporting on Task Force activities to Chief and Council, by drafting briefing notes or updating documents for Chief and Council meetings or MCFN leadership; and
- Facilitating communication of information and ideas between the Task Force and the different Task Force Tables including by not limited to Cultural Design and Economic Opportunities.

REQUIREMENTS:

- Demonstrated knowledge of the history and treaty lands of the Mississaugas of the Credit First Nation;
- Demonstrated knowledge of MCFN political structures and practices;
- Demonstrated ability to identify Economic opportunities in partnership with Waterfront Toronto and MCFN;
- Excellent organizational skills, including the ability to multi-task, prioritize and delegate tasks in a fast-paced environment;
- Ability to work on a flexible schedule, including evening and weekends as required;
- Ability to travel within southern Ontario (specifically, it is anticipated any travel will be limited to within MCFN Traditional Treaty Lands and Territory).

PROPOSALS:

Consultants proposal shall include details such as:

- Background and experience in working with First Nations communities in the area of high level project management, including any relevant proof of credentials;
- Demonstrated ability to oversee a large budget and to track expenditures accordingly;
- Demonstrated ability to identify economic opportunities in partnership with Waterfront Toronto and MCFN;
- Demonstrated experience with government officials regarding assertion of First Nations jurisdiction and inherit stewardship rights;
- Outline other relevant experience related to large scale project management; and
- Client references including contact information.

Deadline:

Due to the time sensitive nature of this project, in order to receive consideration all proposals must be received via email to the Mississauga of the Credit Human Resources Department no later than September 24th, 2020 at 12:00 pm. Proposals should be sent to:

stephanie.laforme@mncfn.ca
Re: Waterfront Toronto Task Force Project Manager