

Haa Aani, LLC

President & CEO

Position Description

Title: President & CEO

Reports to: President & CEO, Sealaska Corporation
Board of Directors, Haa Aani, LLC

Location: Juneau, Alaska

Job Summary

Haa Aani is a for-profit, Native institution dedicated to advancing the social, economic and cultural identity and pride of Sealaska shareholders, and creation of sustainable communities and economies within Southeast Alaska.

The President & CEO works under the direction of the President & CEO of Sealaska Corporation and the Board of Directors of Haa Aani, LLC. The President & CEO of Haa Aani will collaborate with the Vice President of Corporate Development for Sealaska Corporation, President and CEO of Sealaska Timber Corporation, Sealaska Natural Resources Department and other Sealaska officers, as appropriate. The President and CEO of Haa Aani will collaborate with other affiliated groups including the Central Council for Tlingit and Haida Indians of Alaska (CCTHIA), Alaska Native Claims Settlement Act (ANCSA) urban and village corporations, the recognized Tribes of Southeast Alaska; and the external advisory committee.

The President & CEO is the principal executive responsible for the preparation and implementation of the Board approved strategic and operating plans. The President and CEO, regularly reports to the Board on implementation of the plans(s), oversees, controls and administers the day-to-day business of Haa Aani; this includes the planning, coordinating and marketing of sustainable local/regional business and economic growth for the prosperity of Southeast Alaska native communities and aboriginal homelands. Further responsibilities include supervising, monitoring, and managing the business activities, budget, fiscal activities, human resource management, and legal/government matters under the direction of the Board of Directors of Haa Aani, and external advisory council.

Major Responsibilities

Strategic and Operating Plans

- Recommend and as necessary revise Haa Aani, philosophy, mission and goals.
- Present strategic and operating plans to the Haa Aani board of directors that is consistent with their philosophy, mission, goals and policy directives.
- Such plan(s) shall include metrics to track performance of Haa Aani toward meeting the

board's objectives.

Business Development

- Develop and implement a regional economic development plan through strong collaboration and outreach with cooperators and business partners.
- Benchmark the current condition of the regional economy to determine opportunities and impediments to successful business growth.
- Support the growth and development of new and existing businesses and industry through cooperative engagement among regional stakeholders.
- Take a leadership role in developing partnerships to pursue investment and employment growth throughout the region, in consultation with the Vice President Corporate Development.
- Communicate with the business community to identify the need for additional services or facilities to assist local businesses.
- Develop strategies to leverage state and federal levels resources to maintain and develop infrastructure required to support economic growth and to seek capital for direct investments.

External Communications

- Develop and maintain an external communications and public relations program relating to the mission, goals and activities of Haa Aani.
- Communication will focus on informing shareholders, the Southeast Alaska community at large, elected officials at the local, state and federal level about Haa Aani and solicit their support and participation.

Administration and General Functions

- Work in coordination with the External Advisory Council to Haa Aani, LLC, to ensure effective implementation of a social, cultural and economic sustainability plan for native communities.
- Prepare and submit monthly reports of business development and operational activities to Sealaska Corporation management.
- Current fiscal year – ensure integration with Sealaska internal management team for adequate administrative and executive support.
- Develop a plan for incorporating additional management and staff for Haa Aani.
- Draft sustainable economy performance metrics for consideration by the Board of Directors
- Represent Haa Aani to the public, and funnel information or tasks to appropriate personnel if it cannot be accomplished by the President & CEO.

Board Duties and Functions

- Responsible for reports to the Board of Directors at every meeting concerning the status of all assignments, projects, and functions.
- Prepare agendas for and attend all Board meetings.

- Prepare supportive documentation to present under business development such as contracts, budgets, investment proposal summaries and related materials.
- Seek approval of overall budgets and expenditures.

Fiscal Functions

- Safeguard the adequacy and soundness of the company's financial infrastructure.
- Per the Haa Aani authorizing resolutions use initial capitalizations to secure grants and debt to leverage the initial capitalization.
- Adhere to all corporate policies and procedures.
- Manage annual operating budget and expenditures.
- Review all financial statements for accuracy and completeness.

Qualifications Required

- Bachelors Degree in Business Administration or related field and five years of relevant work experience. MBA is preferred.
- Knowledgeable regarding the Alaska Native Claims Settlement Act, Alaska Native corporate concerns, issues and strategic advantages as a Native institution.
- Knowledgeable regarding tribal, state and federal government relations, with an ability to read, interpret, and develop policies and legislation.
- Ability to motivate collaborators, investors and employees.
- Ability to mentor and build capacity among tribal member shareholders and their enterprises
- Ability to administer day to day operations of a corporate organization, including planning, directing, and controlling work assignments, negotiations and conflict resolution.
- Ability to initiate and develop business planning in compliance with the Board of Directors.
- Experience in small business development.
- Ability to work within and guide diverse groups and individuals.
- Knowledge of Microsoft Office software.
- Sealaska shareholder or shareholder descendent preference applies.

Salary is negotiable. Other benefits include: Health insurance, pension plan, paid holidays, personal and sick leave, and disability insurance (long and short).

To apply, please go to www.sealaska.com thru "careers".