



JOB DESCRIPTION

Job Attributes			
Job Title:	Chief Executive Officer	Alt. Job Title(s):	N/A
Reports to (Title):	Chairman of the Nuweh Board of Directors	Div. / Dept.:	Executive Leadership

Summary

The Chief Executive Officer provides leadership for all aspects of the company with an emphasis on business strategy, long-term goals, growth, profit, and return on investment.

Essential Functions

- Responsible for the ongoing operations of all divisions in the company.
- Responsible for performance of executive team members.
- Leads a team of executives to consider major decisions.
- Promotes communication and cooperation among divisions to create a spirit of unity in the organization.
- Lead the development, execution and assessment of business strategies that propel company growth.
- Works with the board of directors and other executives to establish short-term objectives and long-range goals, and related plans and policies.
- Manages, directs, evaluates, and tracks company goals and objectives.
- Responsible for the organization's financial structure, making strategic financial decisions that determine the trajectory of the company, ensuring adequate and sound funding for the mission and goals of the company.
- Reviews the financial results of all operations, comparing them with the company's objectives and taking appropriate measures to correct unsatisfactory performance and results.
- Provides direct oversight and guidance for Directors and General Managers in Marketing, Sales, Legal Entity Management, Construction and Partner Strategy.
- Ensures the company's compliance with all applicable laws, rules, regulations, and standards.
- Works jointly with other executives to manage the company's organizational structure.
- Negotiates with other companies regarding actions such as mergers, acquisitions, or joint ventures.
- Provide regular reports and communications on the status of the company's operations to the board of directors and to all company staff.
- Serves as the company's representative and primary spokesperson to the board of directors, employees, clients, the government, and the public.
- Develops and upholds the company's culture, mission, vision, values and commitments.
- Creates and fosters a positive, inspiring, and collaborative work environment that empowers employees to actively work toward companywide goals.
- Performs other related duties to benefit the mission of the organization.

Qualifications

Minimum Education and Experience:

- Bachelor's degree required
- 10 years of professional experience in leadership roles
- Proven success as an Executive managing departmental teams

- Will need to pass background check and drug screening

Knowledge, Skills, and Abilities:

- Strong organizational and written and verbal communication skills
- Excellent managerial and financial skills and the ability to take leadership over any business operations area.
- Superlative communication skills, particularly the ability to communicate as a leader.
- Thorough understanding of management and financial practices in all areas and phases of business operations.
- Work well under little supervision
- Must be a self-starter
- Must be trustworthy, dependable, and hard working
- Must possess excellent verbal and written communication skills.
- Must be detail-oriented and well organized.
- Must have the ability to manage time and multiple projects efficiently and achieve the required results.
- Ability to work under pressure to meet deadline and accomplish business objectives.

Working Conditions

Constant or Primarily = 75% - 100% of the time; Frequently = 50% - 75% of the time;
Occasionally = 25% - 50% of the time; Rarely = less than 25% of the time

Work Environment:

- Work is primarily performed in a climate-controlled environment
- Ability to travel occasional travel via airfare and car

Physical Abilities:

- Work is primarily performed in a sedentary position
- Ability to lift up to 30lbs
- Ability to lift, bend, stoop, sit, and stand
- Ability to operate computer including traditional keyboard

Deadline to submit applications: June 4, 2024

If you believe you possess the skills, knowledge, and passion to excel in this role, we invite you to apply at our main tribal office **3345 B Thrasher RD White Cloud KS 66094** to submit your application. For questions regarding opening please contact Jolene Walters via email at jwalters@iowas.org. We appreciate your interest in joining the Iowa Tribes team and look forward to reviewing your application.

Note: Indian preference will be taken into consideration when selected qualified candidate.