



Position Profile

Executive Director

Reports To: Board of Directors

Organization: Food Matters Manitoba

Date: October 2025



ABOUT FOOD MATTERS MANITOBA

Food Matters Manitoba (FMM) is an Indigenous community-led organization that is addressing the multiple root causes of food insecurity in Manitoba through collaboration to co-create systemic change. FMM is guided by the imperative to reclaim, revive, and rebuild Indigenous food sovereignty through re-igniting the inherent Indigenous spiritual, physical, social, ecological, and economic connections to the land. FMM works through building relationships based on mutual respect and trust through such ways as face-to-face conversation, sharing experiences on the land, sharing meals, and connecting through ceremony. FMM focuses on long-term strategies that support and prioritize Indigenous self-determination and control over household and community food systems.

The vision, ideas and plans for action come from Indigenous Harvesters and Indigenous Youth Harvesters, and other community partners. The FMM staff team walk alongside these partners to support the successful realization of their food system initiatives. We work to enhance food security through education, training, mentorship, and positive relationships. We prioritize people over projects, mentorship over workshops, and employment over volunteerism – offering both immediate and long-term support to 13 partner communities in Northern Manitoba.

Our partnerships with communities are built on respect, communication and commitment

We understand that people crave opportunities for empowerment and strive to create solutions.

We understand that change is made by people

We believe that youth are the future

We know food security is one important aspect, intertwined in the complex webs that are our lives

We believe that inspiration is contagious

ABOUT THE EXECUTIVE DIRECTOR

The Executive Director (ED) provides overall leadership and management to advance strategic and operational direction of the organization. The ED will lead implementation of Board strategic priorities, establish and implement policy matters, provide oversight of the staff team and direct fund development in a manner consistent with the mission, vision, and values of the organization.

The Executive Director will be deeply knowledgeable about food systems and the imperative for their transformation, with the ability to lead change that supports Indigenous food sovereignty.

Since 2020, FMM has undergone a significant transformation initiated by a new Board strategic plan and theory of change. FMM began to live out these changes, prioritizing decolonization and reconciliation, through the vision and leadership of the previous executive director who operationalized the strategy and brought the vision to life. The next Executive Director will be expected to lead the continued development of FMM's work in the North and further the decolonization of the organization from the Board down, providing a vision for how FMM will authentically walk in reconciliation—not as a token gesture, but as a fundamental way of being.

The Executive Director for Food Matters Manitoba will be a collaborative and inclusive leader who excels at building trust and meaningful relationships, particularly with Indigenous and northern communities. The ED will demonstrate deep cultural competence, respect for traditional knowledge, and have a strong commitment to decolonization and reconciliation. They are empathetic and supportive, attentive to staff well-being, and skilled at fostering a positive, empowering workplace culture. Visionary and strategic, the ED is adept at guiding organizational change, updating processes, and aligning the team with renewed mission and values. Integrity, accountability, and sound financial stewardship are essential, as is the ability to be hands-on when needed while empowering others. Above all, the ED is trusted by community partners, communicates effectively with diverse audiences, and brings a passion for advancing Indigenous food sovereignty and self-determination.

The Executive Director will be accountable not only to the Board but also to the partner communities and an Indigenous Leaders Advisory Circle, reflecting FMM's commitment to decolonization and reconciliation.

KEY LEADERSHIP ACCOUNTABILITIES

Leadership & Governance

- Provide overall strategic leadership and day-to-day operational management of all aspects of Food Matters Manitoba (FMM).
- Lead collaboratively with both the Board and Indigenous Leaders Advisory Circle, ensuring governance is shared and rooted in Indigenous ways of knowing.
- Develop organizational readiness plans and change management strategies.
- Advance a positive, inclusive, and productive workplace culture aligned with FMM's vision, mission, and values, and guiding principles.

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- Build and maintain a professional, collaborative relationship with the volunteer Board of Directors and Indigenous Leaders Advisory Circle, offering sound advice, recommendations, and preparing timely reports to support strategic decision-making and fiduciary duties.
- Ensure organizational compliance with relevant legislation, policies, and best practices.

Strategic Planning

- Lead the development and implementation of strategic and fundraising initiatives in partnership with staff, Board, and community members.
- Ensure annual operating plans are developed collaboratively and align with both Board strategic priorities and community visions and action plans, seeking approval from both governance circles.
- Provide input to the Board's strategic planning process and support the development of the organization's strategic plan.
- Oversee the preparation of annual operating plans to align with strategic priorities.

Human Resources and Team Development

- Foster a culture of respect, empowerment, and continuous learning, supporting the development of the whole person—professionally, personally, and culturally.
- Plan for the development of human resources and establish programs to support future management and leadership within the organization.
- Oversee staff work plans, including duties, tasks, and accomplishments toward organizational goals.

Program and Food Systems Transformation

- Develop and oversee initiatives that advance food security through food systems transformation via Indigenous food sovereignty and self-determination grounded in community innovation and adaptive management models.
- Support the enhancement of community strengths and assets, rather than focusing solely on needs.
- Monitor, evaluate, and learn from initiatives using a systems change portfolio approach, prioritizing organizational and community learning.

Stakeholder Relations and Community Engagement

- Initiate, build, and sustain effective partnerships with stakeholders, donors, media, government, and community partners.
- Maintain relationships with funding sources and prepare funding proposals.
- Expand program funding opportunities and develop/implement development strategies.
- Establish and maintain senior-level relationships with relevant stakeholder groups.
- Work with stakeholders to define and strategize decolonization and reconciliation goals for FMM.
- Represent FMM to external audiences, advocating for the organization's mission and values.

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Financial Management and Fund Development

- Provide key oversight and financial control of the organization.
- Prepare and manage budgets, ensuring alignment with strategic priorities and community action plans.
- Lead revenue generation efforts through social enterprise, philanthropy, fundraising, grants, and proposal writing.
- Ensure financial sustainability and stewardship of resources.

Reconciliation & Indigenous Relations

- Provide leadership in advancing reconciliation goals in line with the Truth and Reconciliation Commission (TRC) Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP).
- Develop a path to reconciliation for FMM in collaboration with the Board, Indigenous Leaders Advisory Circle, Northern Partners and Partner communities, stakeholders, and staff.
- Prioritize Indigenous self-determination and control over food systems.
- Ensure cultural safety and representation in all aspects of organizational leadership.

Other Responsibilities

- Occasional travel throughout Manitoba may be required.
- Support a safe and accessible workplace that celebrates diversity and represents the community.

EDUCATION AND EXPERIENCE REQUIREMENTS

The ideal candidate brings at least 5–10 years of progressive senior leadership experience in complex, multi-stakeholder organizations, preferably within the non-profit or social services sector. They have a proven track record in initiating, planning, and evaluating policies and programs, as well as leading and developing staff teams. Experience in revenue generation through social enterprise, philanthropy, fundraising, and grant writing is essential, along with strong skills in networking and relationship building with diverse stakeholders. Familiarity with board governance, budgeting, and strategic planning is required, as are exceptional communication abilities. Direct experience working with Indigenous communities—especially in northern Manitoba—and a deep understanding of food systems, northern environments, and small-scale agriculture are highly valued. The candidate should also demonstrate a commitment to cultural safety, reconciliation, and the advancement of Indigenous leadership.

The ideal candidate will bring a deep and demonstrated knowledge of food systems, with insight into both the historical and contemporary factors that drive the urgent need for transformational change. This leader will understand not only why food systems must evolve, but also possess the vision and capability to inspire and guide initiatives that advance Indigenous food sovereignty. With a proven ability to lead transformational change, the candidate will be adept at navigating the complex challenges and opportunities within food systems, and will

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employ effective strategies to create sustainable, community-driven solutions that honor and empower Indigenous communities.

Knowledge, skills and abilities

- Lived experience with and in Indigenous communities strongly preferred.
- A fundamental understanding of current issues and challenges facing northern Manitoba Indigenous communities.
- Demonstrated ability to build strong interpersonal relationships at all levels of an organization.
- Strong knowledge and a demonstrated commitment to Indigenous rights and food sovereignty.
- Knowledge of Indigenous life ways and worldviews, language, and culture, and history within Canada.
- Strong ability to work collaboratively and respectfully with Indigenous peoples and build relationships with Indigenous communities and organizations
- Committed to Decolonization and Reconciliation, Anti-Racism, Diversity, Equity, and Inclusion and working with a diverse Food Matters Manitoba staff team.
- Demonstrated knowledge of food systems and understanding of why food systems require change.
- Proven ability to lead transformational change in food systems, with a deep understanding of the challenges, opportunities, and strategies for creating sustainable, community-driven solutions.
- Knowledge of northern environments, and small-scale agriculture in the North.
- Understanding economic access to food and the unique challenges faced by northern communities is important.
- Demonstrated commitment to decolonizing organizational structures and advancing reconciliation.
- Strong working knowledge of budgeting, business development, and strategic planning.
- Excellent judgment and decision-making abilities.
- Familiarity with board governance processes and reporting requirements in the non-profit sector.
- Exceptional communication skills—oral, written, and presentation—with the ability to engage both internal and external audiences.
- Experience working with First Nations, Indigenous peoples, and other equity-seeking groups is required.

Experience

- Minimum of 5–10 years of progressive senior leadership experience within complex, multi-stakeholder organizations, ideally in the non-profit or social services sector.
- Demonstrated success in initiating, planning, implementing, and evaluating organizational policies and programs.
- Proven ability to lead, manage, and develop staff teams, fostering an inclusive and collaborative culture, and high-performing work environment.

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- Track record of generating revenue through social enterprise, philanthropy, fundraising, grant writing, and proposal development.
- Skilled networker and relationship builder, with experience representing organizations to diverse stakeholders, including government, donors, and community partners.
- Experience holding relationship with Indigenous Elders and Knowledge Keepers.
- Experience reporting to or working closely with a volunteer Board of Directors is considered an asset.

Education

- A post-secondary degree in Land-based Education, Business Administration, Non-Profit Management, Social Services, or a related field is preferred. An equivalent combination of education and relevant experience will also be considered.
- Land-based education through lived experience as a Harvester on the land, holder of traditional knowledge, language and ceremony.

Food Matters Manitoba strives to be a safe and accessible workplace that celebrates diversity and represents the community in which we live and work. We encourage individuals from equity-seeking groups to apply for the position. Please note that our offices are currently located in a split level-building with no mobility lift or ramp. We can accommodate work-from-home, work outside of Winnipeg, and virtual participation.

This position is designated for Indigenous applicants only. In accordance with Section 16(1) of the Canadian Human Rights Act and aligned with the organization's mandate to serve Indigenous communities, only candidates who self-identify as Indigenous (First Nations [status or non-status], Métis, or Inuit) will be considered. Applicants are encouraged to self-identify in their application.

Preference will be given to candidates who are Cree and possess an understanding of the Cree language, reflecting Food Matters Manitoba's commitment to cultural safety, representation, and Indigenous leadership.

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