



# Micmacs of Gesgapegiag Leadership

## Roles & Responsibilities

- 
**Communicator**  
 Engage community members and share information that is accurate and complete through community meetings (set schedule), newsletters and the website. *\*Create (internal and external) communication plan.*
- 
**Advocate/Ambassador**  
 Understand the community and its needs by being present. Attend meetings and approach partners and funders to represent interests and lobby for community.
- 
**Visionary**  
 Analyze community needs, create a vision and set goals to work towards achievement of the vision. *\*Identify who can help and what resources are needed. Strategically approach challenges (plan).*
- 
**Team Builder**  
 Be respectful and communicate with each other.
- 
**Motivator/Influencer**  
 Be present, proactive, and constructive. Promote a positive community (despite challenges). Participate, encourage community activities, celebrate successes, and show community pride.
- 
**Negotiator**  
 Be aware of claims process and be assertive.
- 
**Indigenous Rights Protector**  
 Embrace culture and spirituality, research and understand Indigenous Rights, (Treaties, agreements, etc.) Indigenous awareness for community members and protect culture.
- 
**Educator**  
 Willingness to continuously learn, be informed, be knowledgeable and share knowledge and information with community.
- 
**Governance**  
 Create, Implement, enforce, and update policies. Approve budgets and financial reports; ensure plans and budgets are developed and monitored. Plan and be organized. Oversee and monitor information flows, reporting and funding opportunities. Delegate and monitor delegation of tasks.

## Characteristics of Leadership

### Motivations to Lead

- ❖ Help and make a difference in the community
- ❖ Positive driven change, growth and success
- ❖ Being present, working together as a team
- ❖ Continuously expand awareness of community needs
- ❖ Collaboration for growth aligned with community vision
- ❖ To be a community voice

## Accountability\*

*\*Italics represent commonly identified recommendations*

## Good leaders embody and promote...



## Who are we accountable to and for what?

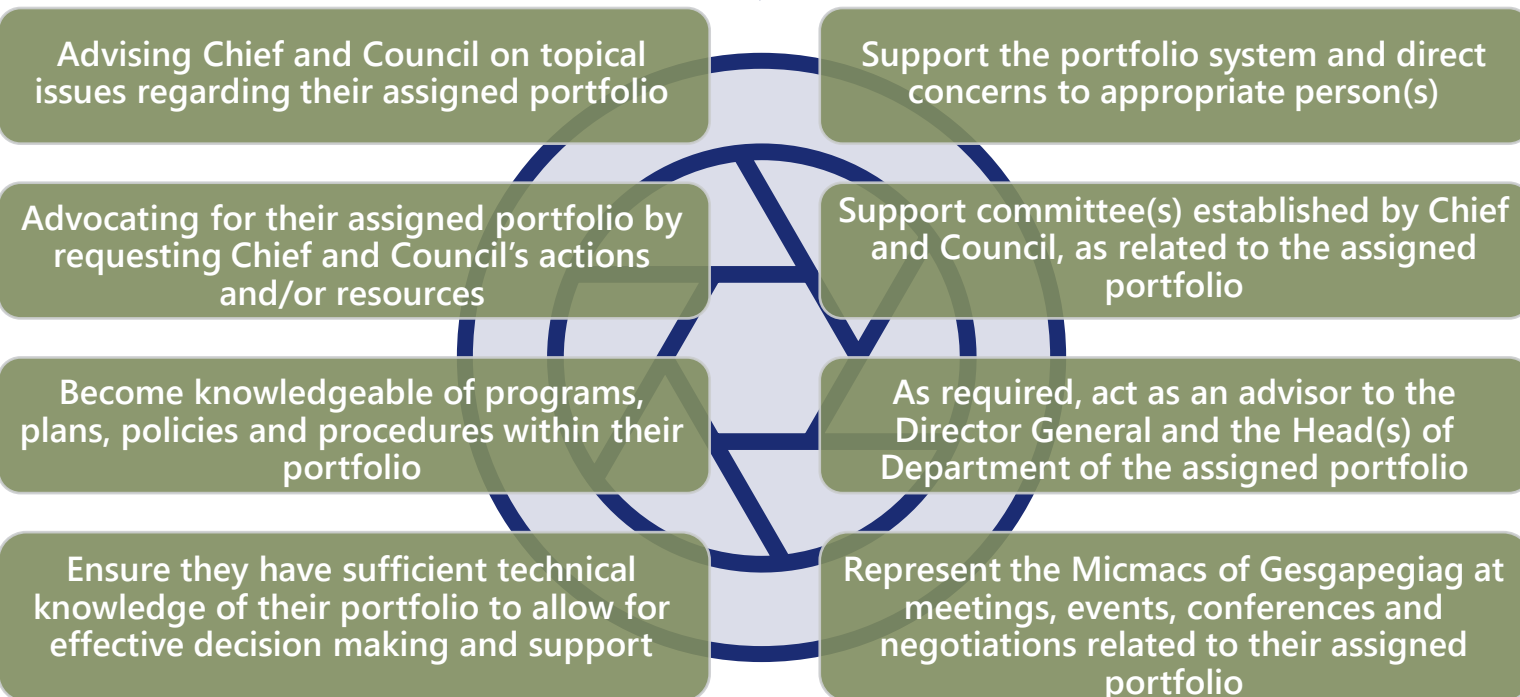




# Micmacs of Gesgapegiag Leadership

## Portfolio Councillor (Draft Policy)

The main role of the Portfolio Councillor is to be a Spokesperson within the Council for issues falling within their allocated portfolio. Portfolio Councillors should not be involved in the day-to-day operation of their assigned portfolio. More Specifically, portfolio councillors are responsible for:



### Common Portfolio Holder Responsibilities\*

- *Identify opportunities*
- *Be aware of financial performance*
- *Willingness to learn*
- *Regular meetings with Director General / department heads*
- *Provide updates to Chief and Council*

## Council and Staff Accountability

### What Council needs from staff

- Properly educated and experienced in field
- Knowledgeable in their sector
- Regular and consistent staff evaluations
- Structure and organization: up-to-date org chart, job descriptions, policies, strategic and operational plans
- Good, clear and consistent communication: establish a communication process with Portfolio Councillors
- Accountability and transparency: willingness to share information; openness about programs, activities and finances
- Consistency in attendance and program delivery
- Build respect
- Support Chief and Council's Direction

### What staff needs from Council

- Educate themselves about departments, programs, funding, operations, etc.
- Let them do their job
- Guidance and support from Council (clear direction)
- Trust their experience and recognize that they are the community experts in certain fields
- Presence: attend meetings, support departments initiatives and attend organized events from department
- Timely decision-making
- Provide opportunities for training and upgrading skills (for example: technical and work ethic skills)
- Acquire proper tools to lead and build capacity