

# ECHAGA CORPORATION

A wholly-owned business entity of the Oglala Sioux Tribe

## VACANCY ANNOUNCEMENT

Job Title: Chief Executive Officer (CEO) of Echaga Corporation  
Reports To: Echaga Corporation Board of Directors  
Status: Exempt  
Salary: Negotiable  
Closing Date: July 8, 2020 at 4 p.m. Mountain  
Job Type: Full-Time

### SUMMARY:

Echaga Corporation (Echaga) is a wholly-owned tribal business entity and economic development arm of the Oglala Sioux Tribe. Echaga is the holding company of the Oglala Sioux Tribe, a federally recognized Indian Tribe located on the Pine Ridge Indian Reservation, South Dakota.

The Chief Executive Officer (CEO) oversees the corporation and its subsidiary entities to ensure compliance with applicable tribal, federal, and state laws and ensure profitability. The CEO works with the Board of Directors to pursue other business and investment opportunities to benefit the Oglala Sioux Tribe.

### **Primary Responsibilities:**

- Facilitate business information to Board members on business initiatives, recommendations, and profitability.
- Plan agenda for Board meetings and Shareholder meetings with Board Chairperson.
- Provide input to long range goals, formulate annual objectives, and direct the operational planning process.
- Prepare and monitor performance reports on achievement of goals and objectives.
- Assess and address stakeholder needs.
- Oversee evaluation of products, services, and investments.
- Develop new investments or revise current investments.
- Maintain oversight of investment records and prepare investment reports.
- Prepare Corporation and Subsidiary operating and capital budgets.
- Ensure that Corporation expenditures are within budget.
- Develop and implement financial and accounting policies and procedures, including policies related to retention of records, conflict of interest, and whistleblower policies.
- Prepare Financial reports for the Board, Tribal Council (acting as Shareholder), and auditors.
- Ensure that there is adequate segregation of financial duties so that no one person is involved in all aspects of financial transactions.
- Ensure proper succession planning for each business entity and the overall corporation.
- Direct the work of the organization and its investments.

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- Hire, train, supervise, evaluate and discharge staff in line with company policies.
- Performs other duties as assigned and as set forth in OST Ordinance No. 19-21.
- Travel required.

## **Employment Qualifications:**

- Masters' Degree in Business, Finance, Entrepreneurship, or related field **or** six years relevant experience with demonstrable success.
- A working knowledge of Federal Indian Law and Business Law.
- At least 2-3 years leadership experience in CEO or equivalent position.

## **Other Requirements:**

1. Must be able to pass in-depth background check.
2. Must pass drug test

## HOW TO APPLY:

Send a Letter of Intent, proof of educational requirements, and resume with three professional references to: Jennifer Bear Eagle, Lead In-House Counsel for the Oglala Sioux Tribe, [JenniferBE@ostlegal.org](mailto:JenniferBE@ostlegal.org).

Echaga is an Equal Employment Opportunity Employer. Indian preference laws apply.