



COMMISSION DE DÉVELOPPEMENT ÉCONOMIQUE DES
PREMIÈRES NATIONS DU QUÉBEC ET DU LABRADOR
FIRST NATIONS OF QUEBEC AND LABRADOR ECONOMIC
DEVELOPMENT COMMISSION

Posting date: October 6, 2025
Application deadline: October 24, 2025

INDIGENOUS TAX ADVISOR

Job category: Regular full-time position

Working at the First Nations of Quebec and Labrador Economic Development Commission (FNQLEDC) means being part of a dynamic and committed team, in a stimulating and caring work environment!

By joining the FNQLEDC, you will benefit from many advantages, including:

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| ▲ A competitive salary | ▲ A monthly cell phone plan allowance |
| ▲ Friday afternoons off | ▲ Excellent benefits |
| ▲ The possibility of a hybrid schedule (teleworking and working at the office in Wendake) | ▲ Two weeks of paid vacation starting in the first year, plus two weeks during the holiday season |
| ▲ A work environment that facilitates work-life balance | ▲ And much more! |

Salary: The gross annual salary upon hiring is between \$76,982 and \$80,486 depending on the candidate's experience and training.

Workplace: 265, Place Chef Michel Laveau, bureau 200, Wendake (Quebec)

Job description

Under the supervision of the FNQLEDC's senior management, the Indigenous Tax Advisor supports the FNQLEDC team by producing accessible reference tools that address the main questions of elected officials, community economic development officers, and entrepreneurs.

The Advisor also advises the Chief responsible for the taxation portfolio while participating in the work of the Assembly of First Nations Quebec-Labrador (AFNQL)-Revenu Québec taxation committee as a technical expert. The incumbent plays a key role in advancing tax issues affecting the First Nations in Quebec, in addition to acting as a liaison between them and provincial and federal tax authorities.

Main functions

- Support the FNQLEDC's entrepreneurial support team by developing tools and solutions that are tailored to the tax realities of Indigenous businesses.
- Develop popularization tools (e.g., briefing notes, presentations, fact sheets, etc.) for elected officials, community economic development officers, and entrepreneurs.
- Provide strategic and technical advice on Indigenous tax issues, including applicable tax measures and the impacts of government policies.
- Support the work of the AFNQL-Revenu Québec taxation committee while advising the Chief responsible for the taxation portfolio.
- Create tools, briefing notes, presentations, and so on, with a view to disseminating tax information and helping the Chief portfolio-holder and elected officials to make informed decisions.

- Create and maintain communication channels with Revenu Québec and the Canada Revenue Agency.
- Work on specific and ad hoc mandates entrusted by the Chiefs to promote the advancement of issues or causes that are important to First Nations.
- Develop and implement collective strategies while disseminating all relevant information to the communities.
- Ensure ongoing strategic monitoring of laws, policies, programs, and case law decisions that have a tax-related impact on First Nations.

Eligibility requirements

- Bachelor's degree in law or another combination of university studies and relevant experience
- Knowledge of Canadian and Quebec tax laws
- Good knowledge of First Nations circles (an asset)
- Very good command of French and English, both oral and written
- Very good command of Microsoft Office 365
- Valid driver's license and travel availability

Required skills and attitudes

- Ability to synthesize and communicate effectively
- Autonomy, rigour, and a strong sense of initiative
- Political acumen, tact, and diplomatic communication skills
- Team spirit and collaboration
- Sensitivity to client needs and ability to adopt a client-centric approach
- Ability to establish and maintain trusting interpersonal relationships

Interested candidates are invited to submit their **resume**, along with a **mandatory cover letter** expressing their interest in the position, **no later than noon on October 24, 2025**, to the attention of:

Ms. Jinny Thibodeau Rankin, Executive Director

First Nations of Quebec and Labrador Economic Development Commission

265, place Chef Michel Laveau, bureau 200, Wendake (Quebec) G0A 4V0

Email: rh@cdepnql.org

Thank you to all those who apply. Only those selected for an interview will be contacted.

Where qualifications are equal or equivalent, applications from First Nations people will be prioritized.