



Job Title: Board of Directors

Reports To: General Council and Council of Trustees

Division: Shinnecock Sovereign Holdings, Inc.

Salary: Compensation will be determined according to the guidelines set forth in the Shinnecock Sovereign Holdings, Inc. Bylaws.

Application: Basic application with resume and cover letter

Application Deadline: Until Filled

Submission: Submit all applications to cotexecutiveassistant@shinnecock.org

Summary: Manages the general affairs and business of Shinnecock Sovereign Holdings ensuring economic development and implementation objectives are carried out, by performing the following duties:

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Establishes current and long range economic development goals, objectives, plans and policies.

Identifies and analyzes economic development opportunities.

Dispenses advice, guidance, direction, and authorization to carry out economic development plans, standards and procedures, consistent with established Shinnecock Sovereign Holdings policies.

Coordinates and prepares financial and technical reports and budgets.

Meets with potential investors secure their participation in economic development projects.

Ensures that active Shinnecock Sovereign Holdings development projects are progressing.

Functions as a liaison with professional economic development organizations.

Ensures that operations are being executed in accordance with Shinnecock Sovereign Holdings charter and policies.

Reviews operating results of the organization, compares them to established objectives, and takes steps to ensure that appropriate measures are taken to correct unsatisfactory results.

Plans and directs all investigations and negotiations pertaining to mergers, joint ventures, the acquisition of businesses, or the sale of major assets.

Establishes and maintains an effective system of communications.

Represents Shinnecock Sovereign Holdings with, shareholders, the financial community, and Shinnecock Indian Nation Tribal community.

Attend and participate in monthly, or as scheduled, board meetings.

Competency:

To perform the job successfully, an individual should demonstrate the following competencies:

Collects and researches data.

Gathers and analyzes information skillfully.

Maintains confidentiality; Remains open to others' ideas and tries new things.

Demonstrates group presentation skills.

Contributes to building a positive team spirit.

Writes clearly and informatively.

Inspires respect and trust; Displays passion and optimism.

Understands business implications of decisions; Demonstrates knowledge of market and competition.

Contributes to profits and revenue .

Shows respect and sensitivity to Native American culture.

Works with integrity and ethically; Upholds organizational values.

Follows policies and procedures; Supports organization's goals and values.

Develops strategies to achieve organizational goals; Adapts strategy to changing conditions.

Able to deal with frequent change, delays, or unexpected events.

Arrives at meetings and appointments on time.

Exhibits sound and accurate judgment.

Treats others with respect and consideration regardless of their status or position.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

Master's in Business Administration (MBA) and a minimum of 2 years' experience in a management level position in the administration of business development, business management, public administration or similar; or Bachelor's Degree in business administration, finance, economics or related field, and a minimum of 4 years' experience in the administration of business development, business management, public administration or a minimum of 8 years similar equivalent combination of education and experience.

Additional Requirement:

To be considered for this position, you must be at least 25 years old at the time of appointment, meet the Terms of Office as set forth in Shinnecock Sovereign Holdings Bylaws and must be an

enrolled member of the Shinnecock Indian Nation.

Individuals nominated to serve on the Shinnecock Sovereign Holdings Board of Directors, will be required to pass a comprehensive background check.

Language Ability:

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write speeches and articles for publication that conform to prescribed style and format.

Math Ability:

Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.