

Elder of Treasury

Department of Treasury, Whitetop Nation

Open & closing dates

07/22/2026 to until filled or 03/31/2027

Supervisory status

Yes

Security clearance

Tribal clearance required

Position sensitivity and risk

Special sensitive position / Executive leadership

Announcement number

26-00DT00001-WN-00001-01

Please submit all applications and documents to hr@whitetopnation.org

Subj: Application 26-00DT00001-WN-00001-01

Job Summary

The Department of Treasury serves as the principal financial authority of the Whitetop Nation and is responsible for safeguarding the Nation's financial integrity, ensuring responsible stewardship of public resources, promoting sustainable economic development, and supporting the long-term prosperity of the Nation and its citizens.

The Elder of Treasury is a constitutional Cabinet-level executive appointed by the Principal Chief and confirmed by the Tribal Council. The Elder serves as the chief financial officer of the Whitetop Nation and is responsible for providing executive leadership over all financial operations of the Nation, including budgeting, accounting, treasury operations, fiscal policy, investments, financial reporting, audits, procurement oversight, and strategic financial planning. The Elder also serves as an appointed member of the Tribal Council and advises the Principal Chief and Tribal Council on matters involving fiscal policy, governmental finance, economic development, and financial governance.

The Elder of Treasury also exercises constitutional authority over the governance of Tribal Industries, including oversight of appointments to the Board of Directors and nomination of the Chief Executive Officer of Tribal Industries in accordance with the Constitution of the Whitetop Nation.

The following duties are representative of this position at the full working level.

Executive Financial Leadership

- Serve as the principal financial advisor to the Principal Chief, Executive

Cabinet, and Tribal Council.

- Develop long-term fiscal strategies that promote financial sustainability and economic growth.
- Recommend policies that strengthen financial accountability, transparency, and governmental efficiency.
- Prepare executive financial briefings and recommendations for Tribal leadership.
- Budget and Fiscal Administration
- Direct preparation and administration of the Nation's annual operating and capital budgets.
- Monitor revenues and expenditures to ensure compliance with approved appropriations.
- Develop multi-year financial forecasts and strategic fiscal plans.
- Recommend corrective actions to address budgetary variances and financial risks.

Treasury and Financial Operations

- Oversee all accounting, treasury, banking, payroll, investments, grants management, procurement, accounts payable, accounts receivable, and financial reporting functions.
- Establish and maintain effective internal controls safeguarding Tribal assets.
- Direct cash management, liquidity planning, and investment strategies.
- Ensure compliance with applicable accounting standards, Tribal law, grant requirements, and financial regulations.

Audit and Compliance

- Coordinate independent financial audits.
- Ensure timely implementation of audit findings and recommendations.
- Develop policies that strengthen fiscal accountability throughout Tribal government.
- Monitor departmental compliance with financial policies and internal control requirements.

Economic Development and Tribal Enterprises

- Provide executive financial oversight and strategic guidance for Tribal enterprises and economic development initiatives.
- Evaluate the financial feasibility of proposed business ventures, capital investments, and other strategic initiatives.
- Review the financial performance of Tribal entities and provide recommendations that promote long-term fiscal sustainability, organizational effectiveness, and responsible stewardship of Tribal assets.

- Develop and implement strategies that promote diversified and sustainable revenue sources for the Whitetop Nation.
- Administer and oversee the Whitetop Nation's intellectual property and merchandise licensing program, including the management of licensing agreements, royalty revenues, and related financial and contractual matters.
- Protect and promote the Nation's intellectual property assets and ensure their responsible commercial use in a manner consistent with Tribal law, cultural values, and the long-term interests of the Whitetop Nation.

Constitutional Responsibilities

Pursuant to Article VI of the Constitution of the Whitetop Nation, the Elder of Treasury shall:

- Oversee the appointment of the Board of Directors for Tribal Industries.
- Ensure the Board consists of six members serving in accordance with constitutional requirements.
- Nominate the Chief Executive Officer of Tribal Industries.
- Coordinate Board approval and Tribal Council ratification of CEO appointments.
- Perform additional duties assigned by the Principal Chief consistent with Tribal law.

Leadership and Administration

- Direct all operations of the Department of Treasury.
- Supervise department personnel and establish organizational priorities.
- Recruit, develop, mentor, and evaluate staff.
- Develop departmental policies, procedures, and performance standards.
- Foster a culture of professionalism, accountability, and ethical public service.

Intergovernmental Relations

- Represent the Department before Tribal Council, governmental agencies, financial institutions, auditors, grant agencies, and external partners.
- Negotiate financial agreements and coordinate fiscal matters with governmental and private organizations.
- Serve on boards, committees, and commissions as assigned.

Other Duties

- Perform additional duties as assigned by the Principal Chief consistent with the Constitution, Tribal Law, and the needs of the Whitetop Nation.

Requirements

Conditions of Employment

STANDARD POSITION DESCRIPTIONS (SPD):

- Must be a Tribal Citizen.
- Must be appointed by the Principal Chief and confirmed by the Tribal Council.
- Must maintain eligibility to serve as a Tribal Officer.
- Must successfully obtain and maintain a Tribal Security Clearance.
- Must comply with all constitutional oath requirements.
- May not simultaneously hold another Tribal office except as authorized by the Constitution.
- Must maintain the highest standards of ethics, integrity, and fiduciary responsibility.

Qualifications

Applicants must demonstrate progressively responsible executive leadership experience in finance, accounting, treasury, governmental administration, or business management.

Qualifying experience may have been obtained within Tribal governments, federal, state, or local governments, nonprofit organizations, financial institutions, public accounting firms, military service, or private industry.

Minimum Qualifications

- Bachelor's degree from an accredited college or university in Accounting, Finance, Business Administration, Public Administration, Economics, or a closely related discipline.
- Seven years of progressively responsible professional financial management experience.
- Five years of executive, senior management, or supervisory experience.
- Demonstrated experience managing complex organizational budgets.
- Experience developing financial policies and internal controls.
- Experience preparing executive financial reports and strategic recommendations.
- Strong knowledge of governmental accounting principles, financial management, budgeting, auditing, and fiscal compliance.

Preferred Qualifications

- Master's degree in Business Administration, Finance, Public Administration, Accounting, Economics, or related discipline.
- Certified Public Accountant (CPA), Certified Government Financial Manager (CGFM), Certified Management Accountant (CMA), Certified Treasury

- Professional (CTP), or comparable credential.
- Experience serving Tribal governments.
- Experience overseeing Tribal enterprises or economic development organizations.
- Experience administering grants and federal funding.
- Experience serving on corporate or nonprofit governing boards.

Executive Competencies

Applicants should demonstrate proficiency in the following areas:

- Executive Leadership
- Strategic Planning
- Financial Stewardship
- Organizational Management
- Fiscal Policy Development
- Government Budgeting
- Internal Controls
- Risk Management
- Public Administration
- Ethical Decision Making
- Economic Development
- Communication and Public Speaking
- Negotiation and Collaboration
- Organizational Change Management
- Personnel Leadership

Education

Higher levels of education may be considered favorably.

Applicants qualifying through education must submit transcripts from an accredited college or university recognized by the United States Department of Education or an equivalent recognized accrediting authority. For a list of schools which meet these criteria, please refer to [Department of Education Accreditation page](#).

Additional Information

The Whitetop Nation is an Equal Opportunity Employer and provides equal employment opportunities without regard to race, color, religion, sex, national origin, age, disability, marital status, sexual orientation, political affiliation, or other status protected by applicable law. Employment decisions are based upon merit, qualifications, integrity, and the needs of the Whitetop Nation.

Applicants selected for appointment will be expected to faithfully uphold the Constitution of the Whitetop Nation, protect the Nation's financial interests, preserve the public trust, and promote the prosperity of present and future generations of Tribal citizens.

Required Documents

The following documents are required and must be provided with your application. All application materials, including transcripts, must be in English.

1. Resume detailing employment history, including dates of employment.
2. Cover Letter.
3. Completed Application Questionnaire.
4. Copies of academic transcripts.
5. Professional licenses or certifications, if applicable.
6. Three professional references.
7. Veterans' preference documentation, if applicable.

Benefits

This position shall be awarded the benefits outlined within the Tribal Constitution and until said time as the Tribal Council may enact law otherwise.