

# Job Opportunity: Managing Funeral Director

**Company:** Peepeekisis Funeral Home

**Location:** Lorlie, Saskatchewan

**Position:** Full-Time

## About Us

Peepeekisis Funeral Home is a pioneering facility built from the ground up to serve the Peepeekisis Cree Nation and all communities in Saskatchewan. Our mission is to provide a sacred space where First Nations and all families can honour their loved ones through their own customs and unique traditions—such as smudging and drumming circles—which have historically been restricted in conventional funeral settings. We are dedicated to delivering compassionate, culturally aligned end-of-life care.

## Role Overview

As the first Managing Funeral Director, you will be the operational and strategic leader of our new facility. This multifaceted role requires a licensed professional who can balance high-level business management, Human Resources leadership, and financial stewardship with hands-on mortuary and crematory services. You will be instrumental in the pre-opening phase, collaborating with our Operations Consultant to prepare the facility for service.

## Key Responsibilities

### 1. Pre-Opening & Facility Setup

- Collaborate with the Operations Consultant to execute physical and administrative readiness.
- Oversee the arrangement of furniture, ceremonial displays, and office infrastructure.
- Coordinate vendor setup for specialized mortuary and crematory equipment.

### 2. Leadership & Administration

- **HR Leadership:** Lead recruitment, interviewing, and onboarding for future staff; manage employee relations and training programs in compliance with the Saskatchewan Employment Act.



- **Financial Oversight:** Prepare financial reports, budgets, and statements; oversee risk analysis and forecasting.
- **Regulatory Compliance:** Ensure full adherence to Saskatchewan funeral service regulations and Indigenous cultural protocols.

### 3. Funeral Direction & Technical Services

- Meet with families to arrange services, integrating traditional Indigenous practices where appropriate.
- Perform all embalming and body preparation procedures to the highest standard of care.
- Operate crematory equipment and manage specialized maintenance schedules.
- Lead pre-need sales and community outreach initiatives.

## Requirements

- Current licensure as a Funeral Director and Embalmer in the Province of Saskatchewan.
- Proven leadership experience in the funeral industry or a similar community-oriented business.
- Understanding of First Nations traditions and smudging protocols or willing to learn.
- Physical ability to lift and move 50+ lbs (essential for removals and mortuary duties).
- Exceptional empathy and strong initiative for a startup environment.

## How to Apply

Interested candidates are invited to submit their resume and cover letter to [Keegan.montgrand@ppkdev.com](mailto:Keegan.montgrand@ppkdev.com). Please indicate your experience with Indigenous community engagement in your application.

**Closing Date:** June 19<sup>th</sup>, 2026

*Peeppeekisis Funeral Home is an equal opportunity employer. Preference may be given to qualified Indigenous candidates.*