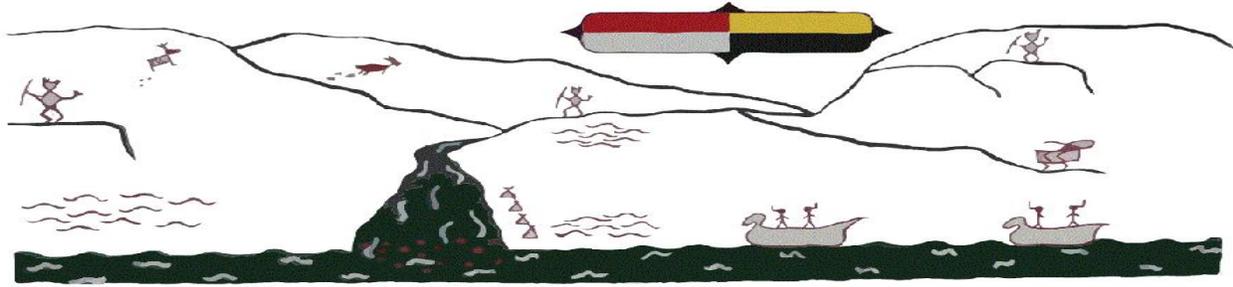


Kanaka Bar Indian Band



Job Description – Health Director

Position: Health Director
Organization: Kanaka Bar Indian Band
Application Deadline: January 22, 2021

Summary

Kanaka Bar Indian Band has a vision to manage and use its land and resources to maintain a self-sufficient, sustainable and vibrant community. In 2016, Kanaka's Council adopted an organizational structure to implement this community vision. This new structure separates politics from business, decision-making from implementation, and social programming from "for-profit" activities. With this posting, Kanaka Bar is inviting applicants to oversee Health department. For more information on the community, please review the rest of our website at: <http://www.kanakabarband.ca/>

Health Director: under the direction of the CEO – Programs and Services, the Health Director will operate as a subject matter expert on health policy, programming and public health in a First Nations context. The successful applicant will champion Kanaka Bar's holistic philosophy and approach to physical, mental, emotional, and spiritual health and wellbeing. The Health Director will coordinate and control the activities of the health and wellness programs provided to the community by designing, planning, implementing, managing, and reporting on such programs. They will provide centralized and strategic focus to promote and protect the overall health and wellness of the community by engaging people seeking or needing specific services.

This will be a full-time managerial position at Kanaka Bar from Monday to Friday with regular reporting to CEO – Programs and Services.

Duties and Responsibilities

The successful applicant will be responsible for the overall planning, management and reporting of Kanaka Bar's health and wellness programs and services in compliance with funder requirements, guidelines, and policies. More specifically, the Health Director will be responsible to:

- Oversee, direct and collaborate on the activities of the Health Department
- Plan, organize, direct and control the delivery of health and wellness programs and services
- Manage Health Department's staff (employees and contractors)
- Coordinate budget preparation for all health and wellness programs and submit to CEO for review and approval
- Maintain a good relationship and contact with key funding agencies, such as First Nations Health Authority (FNHA), and negotiate funding agreements
- Prepare and submit regular activity reports required by the CEO, FNHA or other funding/government authorities
- Stay in close contact and establishes relationships with members, families, and the community to understand their needs and access to the services provided by Health Department
- Ensure that the health facilities and equipment are meeting standards, controls and best practices on applicable laws, rules, regulations, agreements, and internal policies
- Build and maintain strong partnerships and networks to ensure sustained collaboration and focus on Kanaka Bar's health and wellness

- Work in collaboration with a diverse and wide array of health system partners regionally and/or nationally and acts in an advocacy role for Kanaka Bar
- Provide subject matter expertise including primary care knowledge, insight, and information to benefit the activities of the Health Department
- Participate fully in systemic health services planning processes and maintains communications with other health care providers, government, and professional health organizations to ensure reasonable access to Provincial programs and services to achieve improved health and wellness outcomes for the community

Requirements

- Two (2) years of direct related experience in health management and administration, preferably in First Nations environment.
- University degree in Health Science, Health Administration or Management required.
- Successful applicant should demonstrate skills in critical thinking and analysis related to strategic planning and policy development.
- Ability to negotiate, influence and persuade effectively, with respect and ensuring cultural safety and competence
- Willing to operate consistently as a collaborative team player.
- To be able to lead with visionary influence, demonstrating both initiative and flexibility, manage projects and project teams and to communicate effectively both orally and in writing, including making presentations, ensuring tailoring to varied and specific audiences
- Operate independently with the highest degree of integrity, accountability, strong interpersonal skills and competencies

Working Conditions

- Physical presence at the Band office from Monday to Friday during regular office hours
- Interaction with employees, membership, and the public
- Travel as and when required
- Manual dexterity required to use desktop computer and peripherals.
- Sitting for extended periods of time.
- Able to attend community meetings and conduct presentations using various media.

This will be a full-time employment position based out of the Kanaka Bar's Health office. Compensation will consider both the qualification and experience of the applicant and will range between \$55,000 to \$62,000 per annum. Canada labor Code provisions will govern where applicable.

All qualified and interested applicants should submit cover letter and a resume to ceoblue@kanakabarband.ca by 4pm on **January 22, 2021**. We appreciate all applications; however, only short-listed applicants will be contacted to participate in the interview process. Starting date could be as early as beginning of February but depends entirely on finding the right candidate.