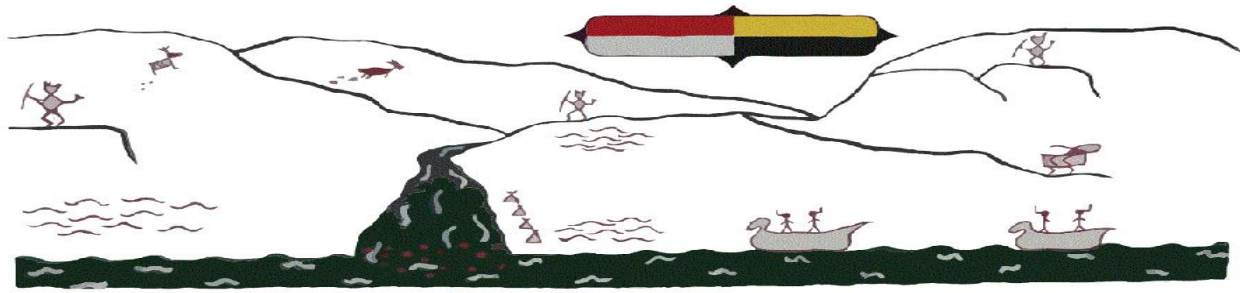


Kanaka Bar Indian Band



Job Description
Kanaka Bar Band
Health Director

Summary:

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. They 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 & Responsibilities:

- Provide leadership and direction to planning, organizing, implementing, maintaining, and evaluating culturally relevant and safe health and wellness programs and services
- Conduct this in a manner that is respectful of diversity, and in alignment with the culture and traditions of the community served
- Develop, implement, and evaluate new and culturally relevant and safe health and wellness programs and services
- Deliver culturally relevant and safe health services and treatment to community members
- Promote community health
- Advocate for the health and wellness needs of the community
- Coordinate intervention, directly or indirectly, in emergency, trauma and crisis situations
- Implement, evaluate, and monitor Nation-based community health and wellness plans, including both existing and emerging health and wellness needs
- Ensure emergency management, preparedness planning and/or pandemic planning is in place and well communicated for the community
- Ensure programs and services are following legislation and organizational policy, processes, and procedures
- Develop, implement, and evaluate culturally relevant and safe policies, processes, and procedures, including amendments as needed

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- Ensure financial management of programs and services including all financial accountabilities and funding requirement compliance
- Prepare and monitor work plans, including reporting through regular and annual reports
- Proactively build and nurture collaborative and respectful working relationships with First Nations in BC, health and wellness partners, and government agencies; utilize these relationships as an avenue to assist their community in achieving its health and wellness goals and objectives
- Serve as a liaison, connector and convener between the community and its health system partners
- Provide technical advice to First Nations Leadership (Chief and Council, Regional Caucus, Regional Table, FNHDA, etc.) to improve health and wellness programs and services and to promote self-determination
- Collaborate and partner with the FNHDA, FNHA, FNHC, Regional Health Authorities, Nation Assemblies, etc.
- Facilitate communication with health system partners with a view to addressing community health and wellness opportunities and challenges
- Communicate effectively with community members and diverse partners about health opportunities and challenges in an informed and knowledgeable manner
- Maintain membership with the First Nations Health Directors Association
- Lead and provide day-to-day supervision of health staff and contractors, including all aspects of human resources management. Include describing work, recruitment, learning and development planning, career planning, coaching, mentoring, sharing of knowledge, capacity building, performance management, etc.
- Foster a cooperative and collaborative working environment through team activities, personal leadership, and professional incentives, including the management and resolution of conflicts
- Proactively seek out diverse funding sources to sustain health and wellness programs, including grants and funding opportunities
- Oversee the organization and host community health and wellness events and engagements
- Serve on the FNHDA Board of Directors and provide technical advice and strategic leadership
- Plan for existing and emerging health and wellness needs, including soliciting input from the community and other health system professionals resulting in the development of Nation-based community health and wellness plans
- Manage the budget and financial reports of the health and wellness programs and services, including efficient utilization of the funding
- Access and apply research and innovation to community health and wellness policies/ programs
- Ensure accurate and timely financial and budgetary reporting and audits
- Collaborate with neighbouring Health Directors, Community Hubs, etc.
- Build and nurture collaborative, respectful and good working relationships with community members
- Ensure Chief and Council have a base knowledge of community health and wellness issues, ensuring they appreciate the value of the community health and wellness programs and services
- Build an effective community health and wellness team through recruitment and retention strategies
- Support CEO in recruitment of qualified and dedicated staff for the various initiatives
- Plan and coordinate ongoing professional development and appropriate skills training for staff
- Seek and maintain strong community partnerships with local service providers and potential supporters

Knowledge, Skills & Abilities

- Knowledge and understanding of the political, cultural, and spiritual protocols of the First

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relationships between Canada, BC and the FNHA.

- Knowledge of the services, structures, legislation, regulations, and processes regarding
- First Nations health and wellness in BC, including on- and off-reserve jurisdiction issues and decisions.
- Knowledge of the Privacy Act and legislation that is applicable to the First Nations Health Departments, British Columbia's Employment Standards Act, and other legislation that is applicable to the health Director role.
- Knowledge of the structure of health and wellness services in BC and how the health systems interact
- Knowledge of the health and wellness programs, services and related resources offered by First Nations organizations as well as by the federal and provincial governments.
- Knowledge of basic planning approaches and tools.
- Knowledge of basic financial and budgeting processes and protocols.
- Knowledge of leadership and management process, tools, and protocols.
- Ability to lead consultative processes regarding community health needs and opportunities.
- Ability to identify relevant community health priorities through involvement and consultation with community members.
- Ability to promote public health, First Nations concepts of health and wellness and healthy ways of being.
- Ability to provide culturally relevant and safe health and wellness programs and services.
- Ability to access and apply research and innovation to community health and wellness policies, programs, and services.
- Ability to demonstrate a clear understanding of the scope of the Health Director role, including the setting of professional boundaries, by clarifying the scope of the role to Chief and Council and others and ensure that boundaries are not crossed.
- Effective interpersonal skills and abilities to communicate with people from diverse backgrounds and points of view.
- Ability to provide leadership to, and manage, a health service delivery team and program including financial and people management competencies and skills.
- Ability to utilize current and relevant technology skills, such as word processing, spreadsheets, basic accounting software and social media

Desired QUALIFICATIONS

- A university degree in Human Services, Health Sciences, or a related field (e.g., nursing, health care management, home support worker, social development or other related degree).
OR
- A diploma in Health Sciences (e.g., nursing, health care management, home support worker, social development).
OR
- An acceptable combination of education, training, and experience.
Successful completion of the First Nations Health Directors Association Certification Program or equivalent

Resumes can be sent to CEO Greg Greyson @ ceo@kanakabarband.ca

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