

## HEALTH MANAGER

**Type of Position:** Full-time, permanent

Gitsegukla Band is seeking a dynamic individual to join its team as Health Manager.

Reporting to the Band Manager, the Health Manager is responsible for the overall planning, direction, implementation and evaluation of all health programs and services. The Health Manager provides leadership and guidance in service delivery and standards while fostering positive working relationships and a focus on patient centered care.

### Duties and Responsibilities

#### Program Development and Management

- Provide leadership in developing programs and services in coordination with the health care team.
- Develop and implement frameworks to assess needs and evaluate performance with a focus on continuous improvement and meeting evolving needs.
- Coordinate development and implementation of standards to ensure quality assurance and a culture of patient safety.
- Participate and supervise the development of budget and budget controls while providing financial accountability over all programs and services.
- Lead and / or actively participate in critical incident management and emergency responses.
- Lead the development of strategies, policies and protocols to meet the departments' mandate including sound documentation, record keeping and preparation of reports.
- Set up controls to comply with security, privacy and confidentiality requirements.
- Develops proposals for program funding and ensure program funds are expended appropriately.

#### Stakeholder Management and Relations

- Proactively develop collaborative and respectful relationships with all internal and external stakeholders including community members, partners, governments, agencies, services, etc.
- Oversee, directly manage and coordinate performance evaluations for staff in accordance with health standards, policies and performance expectations.
- Coordinate recruitment, coaching and staff mentorship including training and development activities.
- Promote and provide for a positive working environment aligned with the culture and values of the Gitsegukla First Nation and all related human resource legislation and regulations.

### Knowledge, Skills and Abilities

- A comprehensive and progressive understanding of First Nations health and wellness trends, issues, research, challenges and opportunities.
- A demonstrated ability to supervise and develop employees through positive coaching and mentorship.
- Strong financial and health care operations management skills including demonstrated experience operating in a regulatory framework that includes legal, human rights and ethical issues.
- Effective written communications skills, including the ability to prepare reports, policies, and Band Council documents using software applications such as MS products.
- Demonstrate and model cultural awareness and sensitivity.

### Skills and Qualifications

- A Bachelor (or equivalent) degree in a related field, such as health care sciences, hospital administration, public administration or social services.
- A minimum of 5 years of progressive leadership directly supervising and developing staff who provide health or community services.
- A demonstrated record of successfully building effective relationships with community members and external stakeholders, including health authorities, Councils, Boards, and other professionals.
- Well-developed written and oral communication skills.
- Professional deportment

Ability to successfully and periodically undergo an appropriate criminal records review and police record check is required.

**All interested applicants are encouraged to submit a cover letter and resume outlining the position you are applying for and how you meet these qualifications to the c/o: MNP at [applyvia@mnp.ca](mailto:applyvia@mnp.ca).** Please call 204.789.3088 for technical difficulties with submission of your application.

**Applications are assessed as they are received therefore early application is recommended.**

Applications will only be considered from those eligible to work in Canada. All applicants who require a work permit or sponsorship for employment in Canada will not be considered.

Candidates who meet the above criteria will be contacted for an interview. Proof of certifications will be required prior to employment.