



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

EMPLOYMENT OPPORTUNITY

HEALTH DIRECTOR - FULL TIME

PROGRAM AREA:	HEALTH SERVICES
POSITION TITLE:	HEALTH DIRECTOR
REPORTING PROTOCOL:	REPORTS TO THE FIRST NATION MANAGER/CEO

POSITION SUMMARY: Reporting to the First Nation Manager, the Health Director is responsible to the Health Committee and the community for the overall administration of Kettle and Stony Point Health Services, including Wiidsemshin, the Assisted Living Facility. The Health Director is accountable for providing overall senior leadership for the operations of the organization, ensuring that the First Nation and Health Services strategic and program plans, operational objectives and policies are carried out, and that Health Services is in compliance with applicable legislation, regulatory drivers and accreditation standards. The Health Director will ensure efficient, effective and equitable delivery of programs and services to the community.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- Minimum College or University Education in Nursing, Health Administration or a related health sciences combined with significant and proven management experience.
- Preferred University Degree in health administration or a combination of an undergraduate degree with significant management experience.
- Experience managing an integrative team approach to health program and service delivery.
- A minimum of three years experience working in health programs and service delivery, or in health administration.
- Must be knowledgeable of the professional colleges that govern the practice of the health professionals working at Kettle and Stony Point Health Services.
- Proven experience and proficiency in personnel, financial, program, service delivery and facility management, and in negotiation processes.
- Experience working in First Nation communities and/or with First Nation peoples an asset.
- Ability to carry out conflict resolution.
- CPIC - Vulnerable Sector Check will be required in the final stages of the recruitment process, and annually or sooner thereafter.
- Reliable Transportation and willing to travel as needed.
- Proven ability to provide supervision for a workforce of 20 plus people.

SKILLS REQUIRED:

- Visible, inspirational and approachable leader, capable of mobilizing teams to take on challenges and capitalize on opportunities for innovation and quality improvement.
- Accurate and efficient interpersonal skills with excellent written and oral communication capabilities.
- Proven leadership abilities which provide guidance and promote teamwork.

- Knowledge of health accreditation standards and organizational policies and procedures.
- Ability to network effectively and productively with community, community-based organizations and agencies, and external organizations and agencies including all levels of government.
- Knowledge of applicable legislation and regulatory drivers.
- Ability to create and write effective operational and financial proposals and reports.
- Ability to understand and oversee the drafting, monitoring and management of budgets according to First Nation policies and procedures, funder requirements, and good fiscal management principles.
- Knowledge of health promotion, program planning, and community development principles.
- Knowledge of the history, dynamics, and culture of this community and of First Nations as a whole.
- Knowledge of local, provincial, and national organizations and funding sources.
- Computer and technology knowledge: MS Office – Excel, Word, Access, PowerPoint, Outlook, and various internal and external communication methods (Zoom, Teams, etc.).

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN’ General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates.
- Applicants must consent to a full background check upon hiring.

SECOND POSTING

PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES,
CLOSING DATE – NOVEMBER 24TH, 2023, AT 4:00PM

TO: Chippewas of Kettle & Stony Point First Nation,
ATTN: HR – Health Director

Email to: hr.assistant@kettlepoint.org

Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1

Fax: 519-786-2108

A full Job Description is available: contact the HR assistant at hr.assistant@kettlepoint.org

Interviews will be scheduled shortly after the closing date.

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT