



## Union of Nova Scotia Mi'kmaq Employment Opportunity

**Location: Membertou (Main office)**

### **Director of Health**

The Union of Nova Scotia Mi'kmaq are looking to hire an experienced and committed Health Director who understands and has knowledge around the political and cultural protocols associated with UNSM's Member communities. The Health Director will uphold the vision of community leadership and work under the supervision of the Executive Director & UNSM's Board of Directors. The Health Director will also possess knowledge of the health and wellness challenges and opportunities specific to each of its member communities and provide leadership to develop culturally relevant and safe community health programs and services that will meet their specific health needs.

#### **ROLES/RESPONSIBILITIES:**

- Provide leadership and direction to planning, organizing, implementing, maintaining and evaluating health and wellness programs and services, incorporating input from Leadership, Community and other health professionals to UNSM's Member Communities;
- Knowledge of Health/Social Policy issues, Health Promotion and Community Development principles;
- Excellent report and proposal writing skills;
- Advocate for the health and wellness needs of UNSM's member communities;
- Ensure programs and services are in compliance with legislation and organizational policy, processes and procedures;
- Ensure financial management of programs and services and proactively seek out diverse funding sources to sustain health and wellness programs, including grants and funding opportunities;
- Prepare and monitor work plans, including reporting through regular quarterly and annual reports;
- Conduct on going and formal performance evaluations;
- Skilled communicator with the interpersonal and leadership abilities needed to supervise various health departments;
- Lead and provide day-to-day supervision of health teams, staff and contractors. Foster a cooperative and collaborative working environment through team meetings and personal leadership, including the management and resolution of conflicts;
- With leadership, develop plans, proposals and agreements to help build healthy communities;
- Proactively build and nurture collaborative and respectful working relationships with First Nations health and wellness partners, various Atlantic region Tribal Councils and Representatives, and government agencies;
- Possess a high level of organizational and time management skills in a fast-paced environment;
- Passion, personal alignment, and commitment to First Nations & Inuit health and wellness;
- Perform other duties as required

**EDUCATION:**

- A Master's Degree in Human Services, Health Sciences or a related field (e.g., Nursing, Health care management, Social Work or other related degree).
- An acceptable combination of education, training and experience will also be considered.

**PERFERRED EXPERIENCE & SKILLS:**

- Experience and knowledge of First Nation & Inuit community health and wellness strengths and challenges and Indigenous community, provincial and federal health systems, policies, programs and strategies;
- Experience in strategic planning and evaluation; supervision of employees; proposal development; managing funding contracts; developing policies and procedures; and managing basic administrative functions;
- Experience in the development of culturally relevant and safe programs and services, including monitoring and evaluation;
- Experience in a non-profit, community-based organization;
- Proficiency in the use of computers and various software applications including Microsoft Word, Excel, PowerPoint and other related computer software;
- Innovative and strategic thinker;
- Strong collaboration, problem-solving and negotiation skills;
- Excellent verbal and written communication skills;
- Knowledge of the Mi'kmaq Language considered an asset;

**REQUIREMENTS:**

- Must have a Valid Driver's Licence, access to a reliable vehicle, and the ability to travel frequently;
- Criminal Record and Vulnerable Sector Check.

**Salary:** based on credentials and experience

**CLOSING DATE FOR APPLICATIONS:** FRIDAY, JANUARY 15, 2021  
@ 12:00 PM (Noon)

LATE APPLICATIONS WILL NOT BE ACCEPTED.

**Submit Resume, Cover Letter & 3 References to:**

Email: [Careers@unsm.org](mailto:Careers@unsm.org)

Or Mail to: c/o Rachel Paul  
201 Churchill Drive  
Membertou NS, B1S 0H1

Only potential candidates considered will be contacted for interviews. Personal suitability will also be considered during the hiring process. UNSM hires on the basis of merit and is committed to employment equity. We encourage all qualified persons to apply; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference policy of the Canadian Human Rights Commission.