



HEALTH DIRECTOR (PITT MEADOWS, BC)

On behalf of our client, Katzie First Nation (“Katzie”), we are searching for a Health Director to join their team located in Pitt Meadows, BC. Katzie’s territory extends south from the headwaters of the Pitt River to the Alouette River in the east, the Serpentine and Nicomekl Rivers in the south, and down the lower Fraser River to the mouth. Katzie have stewarded the lands and waters within their territory, handed down to them by their ancestors, for the benefit of future generations, since time immemorial.

Reporting to the Chief Administration Officer, the Health Director participates as a member of Katzie First Nation’s senior management team and is responsible for the planning, development, management, and leadership of the department of Health. The Department of Health is a multi-faceted service area that provides residential services, in-community services, in-home support, and one-on-one or group coaching and interaction. Service areas include primary healthcare, home, and community care, maternal/child health, health promotion, child and family services, mental health and wellness, family development, addictions, counselling, and traditional medicines. Services are provided to Katzie First Nation community as well as many neighboring communities. The Health Director will motivate and mentor a skilled health team, and foster reciprocal partnerships with local, regional and national teams. Accountable to Chief and Council and Katzie First Nation members, the Health Director delivers innovative, reliable and high-quality health and wellness services through community engagement and resource management.

Key Responsibilities:

Leadership:

- Strategically plan, organize, implement, maintain, and evaluate Health department services so that they are culturally relevant, safe, and effective. Conduct this in a manner that is respectful of diversity and in alignment with the culture and traditions of the community served.
- Work and negotiate with local and regional partners to identify health services gaps and develop, implement, and evaluate new services designed to meet gaps.
- Provide hands-on involvement at all levels of service delivery; deliberately connect with population served and staff to be aware of service barriers, challenges, and successes.
- Promote Katzie First Nation/First Nations concepts and traditions regarding wellness and healthy ways of being.
- Advocate for the health and wellness needs of the community.
- Coordinate intervention, directly or indirectly, in emergency, trauma and crisis situations.
- Demonstrate fluency, or willingness to learn, local Indigenous languages.
- Promote a healthy lifestyle, grounded in cultural traditions, to health staff and community members.
- Act as a mentor and positive role model with staff and support development of annual work plans. Communicate directly with membership of the community and build laterally kind relationships with all.

Compliance:

- Ensure programs and services are in compliance with relevant regional and national legislation and organizational policy, processes and procedures.
- Ensure reporting standards meet the requirements of funding bodies.
- Ensure reporting to CAO, and Chief and Council is adequate and concise.



Operations:

- Lead and provide day-to-day supervision (in accordance with the Katzie First Nation organizational chart) of health staff and contractors, including all aspects of human resources management. This includes describing work, recruitment, learning and development planning, coaching, mentoring, sharing of knowledge, capacity building, work plans, and performance management.
- Foster a cooperative and collaborative working environment through team activities, personal leadership, and incentives, including the management/resolution of conflicts and the promotion of lateral kindness.
- Proactively seek out diverse funding sources to sustain health and wellness programs, including grants and funding opportunities.
- Act as the staff and community's "go-to person" for complex and/or unresolved health and wellness issues in a timely manner.
- Ensure Health emergency management, preparedness planning and/or pandemic planning is in place and well communicated for the community served.

Administration:

- Develop, implement, and evaluate culturally relevant and safe policies, processes, and procedures, including amendments as needed.
- Ensure financial management of programs and services including all financial accountabilities and funding requirement compliance.
- Manage the budget and financial reports of Health programs and services, including efficient utilization of the funding; ensure accurate and timely financial and budgetary reporting and audits.
- Access and apply research and innovation to community health and wellness polices/programs.
- 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 KFN in achieving its health and wellness goals and objectives.
- Ensure Chief Administrative Officer and Chief and Council have a base knowledge of community health and wellness issues; demonstrate and illuminate the value of health and wellness programs and services.
- Respect cultural protocols and acknowledge and embrace the diversity of knowledge systems.
- Serve as a liaison, connector and convener between the community and its health system partners.
- Identify and act on current and emerging community health and wellness priorities.
- Create, implement, evaluate, and monitor Nation-based community health and wellness plans, incorporating input from community and other health system stakeholders.
- Communicate effectively with community members and diverse partners about health opportunities and challenges in an informed and knowledgeable manner.
- Write official correspondence on behalf of the KFN as required.
- Acts as a signing officer and oversight for approval of all Health expenditures.
- Other duties as assigned or required.

Skills & Qualifications:

- A university degree (Masters level preferred) in Human Services, Health Sciences, or a related field or a combination of experience, training, and education.
- Minimum 5 years recent and relevant leadership experience working in a First Nations health setting including the development, implementation, delivery, monitoring and evaluation of health and wellness programs and services.
- Understanding of the political, cultural, and spiritual protocols of the First Nations communities served.



- Knowledge of the health and wellness challenges and opportunities specific to the communities served.
- Knowledge of the historical factors, trauma and social determinants of health that are relevant to the communities health and wellness challenges.
- Ability to work independently and to be self-directing and self-motivated.
- Ability to build effective interpersonal relationships from the community level to senior government levels.
- Ability to work collaboratively with the leadership team in establishing goals, preparation of budgets, and creating funding proposals.
- Operate comfortably within Indigenous and Health governance structures.
- Ability to build capacity in staff, governing body, and affiliated organizations.
- Experience in the development of culturally relevant and safe programs and services, including monitoring and evaluation, ideally with a health and social services focus.
- Experience in the financial management of large programs and services.
- Experience in collaborative service/program planning at the local, regional and national level, ideally with a health and social services focus, and including monitoring and evaluation.
- Experience in the collaborative and integrated development, implementation, monitoring and reporting on community health and wellness plans.

If you are interested in learning more about this exciting opportunity, kindly forward your resume to kam.ketler@clearchoicehr.ca. We thank all interested applicants, however; only those selected to move forward will be contacted. Preference will be given to Katzie First Nation community members, but all who are qualified are encouraged to apply.