



LYTTON FIRST NATION

P.O. Box 20, Lytton, B.C., Canada, V0K 1Z0, Ph. 250-455-2304

EMPLOYMENT OPPORTUNITY

Health Director

The Lytton First Nation (LFN) is currently recruiting for a dynamic, energetic, self motivated and professional, **Health Director** to assist the health manager. Working under the support and supervision provided by the Administrator. The Health Director will oversee day-to-day operations of the Health Department, and will be responsible to plan, organize, direct, control, evaluate, and report to funding agencies. The successful applicant must be competent in all aspects of the Health Department as well as strategic planning, implementation, and follow-up. The Health Director must ensure that reports and applications are met in a timely and efficient manner.

Minimum Qualifications:

- A University Degree in a related field is preferred, and/or
- Leadership effectiveness, minimum five (5) years' experience at a senior management level working with a First Nations organization
- Excellent written and oral communications skills
- Computer literacy is a must, proficiency in computer software programs and technology
- Ability to plan, develop and manage programs
- Experience in fiscal management, budgeting, and reporting
- Experience in proposal writing and knowledge of funding sources
- Able to multi-task and work in a fast-paced environment
- Strong technical skills and ability to work as a member of a multi-disciplinary team
- Valid driver's licence and a reliable vehicle
- Submit a Criminal Record Check, and a Vulnerable Sector Search

Required Skills and Knowledge:

Strategic planning skills and time management skills.

Thorough knowledge of all federal, provincial, and other funding sources and reporting requirements.

General knowledge of the culture, values, and traditions on the Nlaka'pamux Nation an asset.

Salary:

LFN offers a progressive work environment, competitive salary, and above average benefit package.

Open until suitable candidate is secured

Apply with cover letter, resume, and current references to:

Attention: Administrator

Email: jobs@lfn.band

In person: drop off at the LFN band office