



**Job Opportunity
HEALTH DIRECTOR**

The Health Director will be responsible for the coordination, implementation, overall management, administration, and operation of Gitanyow Human Services in the delivery of community-based health programs and services to the community of Gitanyow.

Applications are invited for this position from the persons with the following abilities and qualifications:

- A bachelor's degree or equivalent in Health Administration, Business, Public Administration, or any other relevant field combined with 5 years of directly related experience in program planning and community development in the area of health, or an equivalent combination of education and experience
- Ability to provide leadership, direction, and guidance to Health Centre staff in providing health services, health promotion and education in the community.
- Possess a deep understanding of, compassion for, and promotion of Gitksan/Gitanyow culture
- Knowledge and experience in aspects of community development, Gitksan/Gitanyow culture, history, language, and community health issues
- Advanced knowledge of Health Canada (FNIH), First Nations Health Council, and Provincial Health Structures
- Knowledge of federal and provincial labor law and advanced knowledge of Human Resource management and Staff supervisory skills including the development, and update policies and procedures
- Knowledge and experience in interpreting and negotiating collective agreements, and to act as the GHS representative in any issues, grievances or matters relating to union contracts
- Superior written and oral communication skills in order to promote effective and harmonious relationships and communication between staff and management, community members, management and unions, management and professionals, GHS and Health Canada
- Ability to ensure that program goals and objectives are achieved and establish formal means of accountability for those whom he/she has assigned duties
- Ability to plan, organize and manage financial resources to ensure optimal delivery of health care services, including annual budgets and approval of program expenditures
- Must have strong computer skills, word processing, spreadsheets, electronic mail, etc
- Ability to prepare payroll, accounts payable, accounts receivable, bank reconciliation and other related bookkeeping
- Experience and knowledge using ACCPAC financial accounting system
- Ability to prepare monthly financial statement for the Health Board of Directors, quarterly financial statements, and year end for Health Canada. Also to ensure all requirements are met for the annual audit
- Report writing skills in order to provide monthly reports, statistics, and data as required by funding agencies and the Board of Directors
- Proposal writing skills in order to prepare funding proposals to various funding agencies for fund to develop and implement needed health services and programs in the community
- Ability to travel as required
- Must possess a valid B.C. Drivers License
- Healthy Lifestyle free from alcohol and drugs

A competitive compensation package with full benefits is offered for this senior health management opportunity. If you are interested in this exciting role, please provide your resume in complete confidence by **NOON: Thursday April 30, 2021** to: erica@gitanyowhealth.ca by Fax: (250) 849-5267; or in person at 5506 New Subdivision Road Gitanyow, BC

Start Date: May 10, 2021