



## **Director, Community Health, Wellness & Services**

Permanent, Full-Time (37.5 hours/week)

**Competition #: 2024-14**

**Location:** Based out of the Yaqit ʔa-knuqʔit'it Administration Office

### **Position Summary:**

Yaqit ʔa-knuqʔit'it First Nation (Tobacco Plains Band) is a rural First Nation located near Grasmere, BC, in one of the most beautiful and natural parts of British Columbia. The Director, Community Health, Wellness & Services is responsible for overseeing the strategic direction, financial management, and operational execution of programs within the Community Health, Wellness & Services department. This includes supervising employees, managing budgets, and ensuring that services align with the needs of the community. The position works closely with leadership and community stakeholders to implement culturally appropriate health initiatives, promote wellness, and deliver essential services that enhance the well-being of Yaqit ʔa-knuqʔit'it members.

### **Cultural Safety:**

Our organization is committed to serving the ʔakanuxnik people in a manner that respects, enhances, and promotes their cultural identity and well-being. This position supports cultural safety by promoting culturally safe and respectful health and wellness services; developing and delivering programs that integrate Yaqit ʔa-knuqʔit'it traditions, values, and practices; ensuring departmental operations are culturally sensitive and enhance the well-being of Yaqit ʔa-knuqʔit'it community members and working with membership, employees, and leadership to identify health and wellness needs, and tailoring services to address these needs effectively.

### **Responsibilities:**

- Provide leadership and strategic direction for the Community Health, Wellness & Services department.
- Develop, manage, and monitor budgets, ensuring financial resources are allocated effectively to meet departmental goals.
- Supervise department staff, including recruitment, performance evaluations, and professional development.
- Oversee the delivery of community health and wellness programs, ensuring services are accessible, effective, and culturally aligned.
- Collaborate with other departments, healthcare providers, and community stakeholders to enhance service delivery.
- Collaborate with Local, Provincial, and Federal levels of government to advocate for resources, influence policies, and build partnerships that benefit the community.
- Lead initiatives to address public health concerns, promote wellness, and improve access to essential services.
- Monitor program outcomes and implement improvements based on data and feedback.
- Ensure compliance with relevant regulations, policies, and cultural guidelines.
- Advocate for funding and resources to expand and enhance services for community members.
- Develop and implement policies and procedures that uphold the values and priorities of the Yaqit ʔa-knuqʔit'it First Nation.

**Qualifications:****Required Education and Experience:**

- A degree in public health, healthcare administration, social services, or a related field.
- Knowledge of First Nation health systems, cultural traditions, and the social determinants of health.
- 5+ years of experience in community health, wellness, or social services, including leadership roles; a combination of education and experience will be considered.
- Strong financial management and budgetary experience.
- Valid Driver's License.
- Criminal Record Check & Vulnerable Sector Check (to be completed upon hiring).

**Required Knowledge, Skills, and Abilities:**

- Demonstrates cultural competence and a deep understanding of the unique needs of First Nations communities.
- Sensitivity and understanding of the unique cultural environment of a First Nation organization.
- Strong leadership and organizational skills.
- Proven experience in developing and implementing strategic plans, programs, and budgets. Comprehensive knowledge of relevant legislation, policies, and procedures, including those of Indigenous Services Canada and the First Nation Health Authority, with the ability to interpret, apply, and navigate these frameworks effectively.
- Excellent interpersonal, communication, and conflict-resolution skills.
- Ability to work collaboratively with a wide range of rightsholders and stakeholders, including community members, government agencies, and healthcare providers.
- Analytical skills to assess community health needs and evaluate program outcomes.
- Ability to adapt to changing circumstances and priorities while maintaining a focus on community well-being.
- Knowledge of First Nation and local government organizational functions and responsibilities.

**Compensation:**

- Salary Range: \$80,500 – \$135,000, based on qualifications and experience.
- Medical, Dental, Disability and Life Insurance plans.
- Pension Program.
- Standard benefits as a Federally Regulated Employer.

**Application Process:**

**Indigenous applicants will be given preference in the hiring process in accordance with our commitment to supporting Indigenous representation and participation. Applicants of Ktunaxa descent are strongly encouraged to apply.**

Please send your resume and cover letter by **December 11, 2024 at 12:30pm** to:

Email: [hr@tobacco Plains.org](mailto:hr@tobacco Plains.org)

**Or mail to:**

Human Resources

Yaqit ʔa-knuqʔi't First Nation

PO Box 76, Grasmere BC V0B 1R0