

Integrated Health Services Manager

Montana First Nation, Maskwacis Alberta

Montana First Nation is looking for a dynamic and self-motivated full time manager to head the Integrated Health Services.

The successful candidate will oversee and be actively involved in the delivery of top-quality health services for on-reserve Montana First Nation members. Based on a “Population Health” approach, the health services will comprise at a minimum the compendium or suite of programs and services funded through First Nation Inuit Health Branch.

Responsibilities

1. Planning programming and services within the compendium of funded services and programs and collaborating with other services within and outside Montana First Nation to ensure on-reserve Montana First Nation members receive the best health services and care.
2. Ensuring programs and services are efficiently and effectively delivered within budget.
3. Responsible for financial oversight of programs and services in the unit.
4. Ensure reports for programs and services are reported to the administration and funding agencies on a timely basis.
5. Lead community engagement on health programming and services.
6. Lead in the enhancement of the funding and service delivery levels.
7. Work and negotiate with local and regional partners to identify health services gaps and develop, implement, and evaluate new services designed to meet gaps.
8. Ensure program and services are in compliance with relevant legislation and organizational policy, processes and procedures.
9. Lead and provide day to day supervision of health staff. This will include learning and development planning, coaching, mentoring, capacity building, workplans and performance management.
10. Proactively seek out diverse funding sources to sustain health and wellness program, including grants and funding opportunities.

Qualifications & Experience Requirements

1. Must have a degree in nursing with accreditation or practice in Alberta.
2. A minimum of 3 years of Community Health practice and programming.
3. Master’s degree in Health Administration/Sciences preferred.

4. A minimum of 3-5 years of management experience
5. Experience in Health Administration is an asset.
6. Experience in managing staff is required.
7. Experience in working with indigenous communities is considered an asset.

Salary and Benefits: Negotiable (to be determined based on education and experience)
Group Pension and Benefits Plan after 3-months successful completion of probationary period.
Vacation entitlement based on the Montana First Nation Employee Policies

Job Type: Permanent, Full time

Please send your **Cover Letter, Resume, Criminal Record Check (CRIM), Child Welfare Check (CYIM), and 3 Employment References** to:

Montana First Nation – Administrative Manager

PO Box 70, Maskwacis AB, T0C 1N0 Phone: 780-585-3744 ext.226

Fax: 780-585-3264

Email: leannelouis@montanafirstnation.com

APPLICATION DEADLINE: UNTIL SUITABLE CANDIDATE IS FOUND

Montana First Nation thanks all interested applicants, but only those selected that meet the necessary criteria, will be contacted for an interview. Please provide all documents. The successful applicant will be required to submit a photocopy of Driver's License and all documents of proof of Education.