



Interim Executive Director

FTE: FTE 1.0

Status: 6 Month Contract

Closing Date: August 23rd 2024

Starting Salary between: \$112,048 - \$131,777 (based on an annual salary)

The **Gizhewaadiziwin Health Access Centre** is a community based, Indigenous controlled, Primary Care service that combines western curative care with traditional Ojibway healing philosophies and practices. The Access Centre provides clinical, social, health promotion and preventive services, as well as, access to traditional Ojibway healers.

The Gizhewaadiziwin Health Access Centre, located in the heart of the Southern Region of Treaty #3 territory, is the result of a unique partnership between area First Nations, the United Native Friendship Centre and the Sunset Country Metis.

Summary of Position:

The Interim Executive Director will establish and supervise the operations of the Gizhewaadiziwin Health Access Centre, and will oversee all aspects of its operation under the general direction of the Board of Directors. The Executive Director reports to the Board of Directors of the Gizhewaadiziwin Health Access Centre. The Executive Committee of the Board of Directors performs an annual Performance Appraisal on the Executive Director.

Qualifications:

- Minimum: Proof of graduation with a Bachelors Degree from an accredited Canadian four-year university, with a major in health administration or a related field.
 - Preferred: Masters Degree in health administration or a related field.
- Minimum five years experience in a senior health management role in primary health care or a related field.
- Exceptional leadership and time, task, and organizational skills.
- Strong problem solving, critical thinking, coaching, interpersonal, and verbal and written communication skills.
- Experience in development and implementation of program work plans, budgets and reporting to funders.
- Strong computer skills and familiarity with word processing, graphic, and spreadsheet software with understanding of digital health tools and initiatives.
- Working knowledge of financial statements, estimates, summaries, and other financial and management reports.
- Hours of work consist of Monday to Friday from 8:30am until 4:30pm, however willingness to work evenings or weekends, as required.
- Must be able to provide Criminal Record Check, Driver's Abstract and Proof of Vaccination (Covid-19).
- First Nations, Inuit or Metis candidates are encouraged to apply. Please self-identify.
- Management, and/or leadership experience is a must.
- Previous experience in management in a unionized environment an asset.
- Current CPR certification.
- Ability to speak Ojibway and prior experience working with Indigenous people a definite asset.

Additional Information:

As a part of our team, you will be eligible for:

- 100% employer-paid health care benefits;
- Become a member of the Healthcare of Ontario Pension Plan (HOOPP);
- Invited to actively participate in cultural and traditional teachings and knowledge.

A complete Job Description is available by contacting Human Resources at 274-3131.

Qualified applicants are invited to submit a resume, covering letter, 3 work related references (*one must be from a current or most recent supervisor*) and written authorization to contact references. The Executive Committee/Board will review the applications after the closing date.

**Attention: Personnel Committee
Gizhewaadiziwin Health Access Centre
P.O. Box 686
Fort Frances, ON P9A 3M9
careers@gizhac.com**

We thank all candidates in advance, however, only those selected for an interview will be contacted. Gizhewaadiziwin is committed to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If contacted for an employment opportunity or interviewing, please advise if you require accommodation.

VALUES

Zaagidewnin | Minaadendiwin | Aakedewin | Giwekwaadiziwin | Nibwaadaawin | Didaadenidiziwin | Debwewin
Love Respect Courage Honesty Wisdom Humility Truth