TAHLTAN CENTRAL GOVERNMENT

JOB POSTING

Health Director

Reports to: Executive Director

Job Duration: 1 year Full-time

Summary: The Tahltan Central Government (TCG) is recruiting a Health Director to construct a Health Department to benefit Tahltan members. The department's mandate is envisioned to encompass the optimization of Tahltan wellness socially and physically ("Health Department"). The aim of the Health Director for this one-year contract is to determine the feasibility of a TCG Health Department by:

- Conducting a social and financial feasibility process, then constructing a mandate statement with the TCG Executive team.
    - The financial assessment would identify the mix of potential funding opportunities.
    - The social assessment would determine the collaboration opportunities with the Iskut Band Council (IBC), the Tahltan Band Council (TBC), and other stakeholders, as well as identify the potential mix of services that may be offered to the Tahltan people within the scope of the department's mandate.
- Overall, conducting activities which aim to determine the department's financial, social, political, and operational feasibility.

Responsibilities:

- Undertake a feasibility study which speaks to the financial, social, political, and operational feasibility of a TCG Health Department.
- If feasibility is secured, determine the department mandate and revenue streams.
- Collaborate with local stakeholders and community members in the territory; Iskut, Dease Lake, and Telegraph Creek, to develop strategic recommendations for the department.
- Develop a work plan and budget with the TCG Executive team.
- Implement the work plan and report on progress with metrics and statistics that appropriately correlate to the positive performance of the mandate.
- Provide leadership through advocation to wellness initiatives in the department's mandate, supporting the unity and collaboration of all health services to optimize

the well-being of our Tahltan members.

Qualifications and Requirements:

- Diploma or degree in Administration or Health is preferred.
- Minimum of five years of work experience in administration, health, or community development is preferred.
- Valid Class 5 driver's license.
- Demonstrate a strategic and tactical mindset, excellent time management, and a professional and optimistic character.
- Strong interpersonal skills, ability to communicate and manage well at all levels of the organization.
- Knowledge of Tahltan issues, challenges, and culture would be an asset.
- The ability to use a computer and navigate Microsoft Outlook, Word, and basic Excel.
- Travel may be required.

Remuneration and Work Hours:

- A one-year full-time contract.
- Work is 9:00 AM to 5:00 PM, on occasional evenings and weekends.
- Salary is negotiable and based on education and experience.

Work location: It is preferred that the position be based in Tahltan Territory; however, remote workers may be considered.

How to apply: Please email your resume and cover letter in PDF file format to hr@tahltan.org with the subject **"Health Director" Application, Attention Executive Director"**

Tahltans are encouraged to apply via OnTrack.

Any questions? Contact Calvin Carlick, Executive Director at executivedirector@tahltan.org.

Deadline for Application: Friday, November 4, 2022, at 1:00 PM.

(Note: We reserve the right to hire sooner than the deadline if we secure a qualified candidate)