

# Health Director - Social Services

**Employer:** Ketegaunseebee Garden River First Nation

**Posted:** 5 months ago

**ES Job ID:** 14374

**Sector(s):** Executive and Management, Healthcare

**Salary:** 74328.4

**Closing Date:** June 15, 2023

**Location:** Garden River

**Duration:** N/A

## Job Description:

Position: Health Director - Social Services

Starting Range: \$74,328.40 - \$92,892.80 (Pending Education & Experience)

Location: 23 Shingwauk Street

Report to: CAO

The Director supports and promotes a healthy and vibrant community by providing senior management, leadership, and public health expertise. The Director is responsible for the overall planning, organizing, directing, and controlling the Social Services Departments of GRFN and all relevant programs. The position ensures the delivery of essential public health services within a variety of settings while ensuring compliance with all relevant and applicable health codes, regulations, and policies. The Director is expected to provide oversight, direction and participate in multi-faceted community health projects while ensuring the appropriate communications are conveyed to the relevant stakeholders.

## DUTIES

- Developing, preparing, managing, reviewing, and monitoring all relevant budgets within the Director's span of control. Interpret, analyze, and monitor financial reports (budgeting, audits);
- Working in collaboration with the Managers to source and prepare proposals for funding from various sources;
- Supervising, coaching, and directing all Social Services Managers, coordinating workplans and conducting performance appraisals;
- Directing various departmental operations in the provision of health services and related programs;
- Developing policies, procedures, strategic plans, continuous quality improvement, program goals and helps to identify available resources;
- Supervising assigned staff and ensures their professional development through continuing education, seminars, training, and other leadership activities;
- Serving on required committees involved in community health policy development, the establishment of a review process for proposed policy development while always maintaining contact with appropriate community resources and organizations;
- Maintaining knowledge and compliance with the provisions of the Occupational Health and Safety Act, regulations and all workplace health and safety policies, programs, and practices;
- Performing other related duties as may be required and assigned

## Required Skills:

- Bachelor's degree in Health Administration, Public Health or Human Services field and/or an equivalent amount of education and experience as deemed necessary by GRFN;
- Minimum 5 years related experience in management positions;
- Demonstrate knowledge and experience in accounting principles including budgeting and reporting processes,



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development of reports, policies and procedures and directives;

- Mandatory knowledge and experience in human resources, including effective management of staff, familiarity of regulations and legislation governing employees;
- Demonstrate sensitivity to and knowledge to the First Nation cultural values and traditions;
- Flexibility to keep pace with an ever-changing environment;
- Stamina, sensitivity and strong negotiation/advocacy skills;
- Ability to sit on and effectively contribute to Committee's/Directors meetings;
- Ability to work independently and/or collaboratively as a member of a team;
- Ability to work flexible hours including after normal working hours and weekends when required;
- Must undergo a criminal record check prior to employment (At Applicant Expense)

**How to Apply:**

\*For a copy of the full job description please email [employment@gardenriver.org](mailto:employment@gardenriver.org) and one can be forwarded\*  
Interested applicants can email or drop off their cover letter, detailed resume, three work related references by: June 15th 2023, at 12:00pm (Noon). Please address the envelope and/or email "HDSS - 2023 - 79" and submit to:  
Human Resources  
Garden River First Nation  
7 Shingwauk Street, Garden River, ON P6A 6Z8  
Email: [employment@gardenriver.org](mailto:employment@gardenriver.org)

The Health Director functions within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of the Garden River First Nation, and contributes to the accomplishment of the strategic priorities. Garden River First Nation offers all full-time employees' employer matched pension, extended benefits (dental and vision), paid sick and vacation days, 2-week paid Christmas closure.

**PREFERENCE WILL BE GIVEN TO GARDEN RIVER BAND MEMBERS. SELF-IDENTIFICATION IS ENCOURAGED.**

We thank all applicants for their interest; however only those selected for an interview will be contacted.

**SAULT STE. MARIE**  
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