



Anishnawbe Health Toronto

Our mission: to improve the health and wellbeing of Aboriginal People in spirit, mind, emotion and body by providing Traditional Healing within a multidisciplinary health care model

EMPLOYMENT OPPORTUNITY

Manager, Waash-Keshuu-Yaan Unit

Full Time Continuing Position

Anishnawbe Health Toronto, a fully accredited community health centre, offers access to health care practitioners from many disciplines including Traditional Healers, Elders and Medicine People. We're recruiting for a Manager for our Waash-keshuu-Yaan Unit, which provides primary health care to our clients. This is a unique opportunity to work in a culture-based environment providing holistic health care.

Duties & Responsibilities:

- Monitors and supervises activities within the unit to ensure reflection of the culture-based model of the organization
- Ensures that health practitioners adhere to the scope and standards of their practice, independently and in collaboration with other complementary health care practitioners
- Ensures that Traditional Healers, Elders and Medicine people are available to provide traditional health care programs and services
- Supervises all unit staff and ensures their orientation, training and performance appraisal; develops and coordinates program, service and staffing schedules; develops, maintains and supports good working relations among staff to ensure effective and efficient delivery of services
- Coordinates needs assessments to determine health needs of the Aboriginal community; recommends, develops and implements strategies and programs that address the health needs of the Aboriginal community; coordinates program and service evaluations
- Participates in budget planning sessions and in regular budget review sessions; monitors unit budget to ensure compliance; helps prepare the organization's core budget submission to the Ministry of Health and Long Term Care, and prepares proposals and submissions on a yearly or as needed basis; prepares timely submission of reports to funders
- Oversees purchasing of supplies and equipment for the unit, oversees data collection for the unit's database and submits information reports as requested
- Assists in the development of job descriptions; ensures that vacancies within the unit are filled in a timely fashion, following the recruitment and hiring process of the organization
- Ensures that the unit, its programs and the organization are presented to the community and public in a positive and professional manner at all times and promotes the unit's programs and services to the community; coordinates, promotes and develops relationships with other organizations that will assist with Aboriginal health issues; establishes and maintains cooperative and effective working relationships with agency partnerships
- Responds to and coordinates requests from media, government officials and visitors; represents the organization at public forums and speaking engagements as requested

Qualifications & Experience:

University Degree with background in health services or acceptable equivalent combination of education/experience

A good understanding of health and other issues affecting Aboriginal people in an urban context, such as the effects of the post-colonial and residential school experiences
Clinical and management experience

Experience in program planning, implementation and evaluation

Knowledge and experience in research, budget management, media relations and community problem-solving techniques

Experience in developing policies, systems, processes and procedures

A strong service provision focus and commitment to Traditional Aboriginal health care

The ability to motivate other professionals and coordinate their work; strong leadership skills; demonstrated relationship-building skills

Well-developed communication skills; strong organizational and time management skills

How to Apply: Please submit your cover letter and resume by email to recruitment@ah.t.ca, in a single document, with your name and position title "Manager" in the document name. If you have questions about the process, please call Human Resources at 416-920-2605 x.332

CLOSING DATE: March 31, 2021 by 5:00 pm

Anishnawbe Health Toronto offers a competitive salary, a comprehensive benefits package, a commitment to your professional development and a supportive workplace environment.

Applicants who self-identify as Aboriginal and meet the requirements of the job posting will be given first consideration in the hiring process

Anishnawbe Health Toronto is committed to diversity and values the contribution of its employees from diverse backgrounds and experiences. We welcome applications from Aboriginal persons, visible minority group members, women, persons with disabilities, members of sexual minority groups, and others who contribute to greater diversity of perspectives.

(If you are invited for an interview and require accommodation, please let us know)

Meegwetch to all applicants, however, only those selected for an interview will be contacted