

The Dudes Club: "A Brotherhood for Men's Health"

www.dudesclub.ca

1. JOB IDENTIFICATION:

Job Title: Dudes Club Program Director

2. JOB SUMMARY:

The Dudes Club, an innovative community-driven health program focused on Indigenous Men, is seeking a Program Director to lead the implementation, dissemination and expansion of this model to communities in British Columbia and other provinces in Canada. The Dudes Club receives operational funding from the Canadian Men's Health Foundation. As such, the position will be on a contracting basis with the Canadian Men's Health Foundation.

The Program Director will work closely with Mr. Sandy Lambert, Dudes Club Elder and External Liaison, and report directly to Dr. Paul Gross, Medical Director and Co-Founder of the Dudes Club.

This position has been dedicated for 0.5 FTE (i.e. 2.5 days/week). Work hours will fluctuate depending on program travel and deadlines. Ideally, the candidate would be available for a period of at least one year and up to three years.

3. ORGANIZATIONAL STATUS:

The Program Director will report directly to the Program Leader (Dr. Paul Gross) and administrative team at the Canadian Men's Health Foundation.

4. WORK PERFORMED:

- Will participate in creating a tool kit to "train the trainer" as a foundation for expansion of the Dudes Club model in other communities.
- Will coordinate program work, and plan meetings and community-based activities (i.e. presentations, workshops, retreats, etc.).
- Organize travel itineraries for community-based activities outside of Vancouver.
- Will work with Program Leader to ensure careful management of funds as required by the Canadian Men's Health Foundation.
- Will assist in development of The Dudes Club including support improvement of the website, promotions and marketing materials and special events.
- Will be the nexus in communications with community groups, government agencies and non-profit organizations. Will liaise with the Program Elders and the Program Leadership Team.

- Will assist in development of evaluation surveys and semi-structured focus groups for evaluation purposes.
- Will maintain a clear line of communication with team members, ensuring that any issues are promptly raised and resolved.
- Will work with the Program Leadership Team to prepare regular reports to Canadian Men's Health Foundation.
- Will interact with the media and other communications outlets as required.
- Perform other related duties as required.

5. SUPERVISION RECEIVED:

The Program Director position will be directly supervised and guided by the Program Leader and the Program Leadership Team.

6. SUPERVISION GIVEN:

The Program Director will not be supervising others, however, the expectation is that the Program Director will assume a key leadership role within the team, in particular with respect to logistics, communications and management of daily operations.

7. WORKING CONDITIONS:

Work location is quite flexible considering the contracting basis of the arrangement. The Program Director will be permitted to work from home, but there will be relatively frequent (every 1-2 months) short-term (1-3 days) travel to communities throughout BC. Travel to Ontario may also occur in the first year of the program. Office support will be provided by Canadian Men's Health Foundation where required.

8. PERSONNEL SPECIFICATIONS:

- Extensive experience in program management.
- Excellent computer skills with experience in website development being an asset.
- Ability to work with people of diverse backgrounds, including elders, health care providers, and members of health care administration teams.
- Knowledge of and/or interest in qualitative data collection, interviewing and observation techniques, analysis of ethnographic materials, and library skills.
- Experience working with Aboriginal elders is an asset.
- Excellent communication and interpersonal skills and effective organizational abilities.
- Creative approach to advocacy and community mobilization.

- A demonstrated ability to work both independently and within a team environment is critical.
- Familiarity with (or demonstrate a strong interest to learn) relevant literature on medical anthropology, sociology of health and social issues affecting Indigenous peoples.
- Must have excellent analytical and critical thinking skills, be personable, tactful, and respectful, and demonstrate initiatives and willingness to work closely with other members of the team.
- Post-secondary education in a related field (i.e. Anthropology, Gender Studies, Health Administration, Psychology, etc.) is desirable but not mandatory. Equivalent combination of education and experience will be considered.

We ask that all First Nations and Aboriginal applicants self-identify in our recruitment and staffing process. Preference may be given to qualified First Nations and Aboriginal applicants.

Please submit your resume to kalinka@menshealthfoundation.ca