



In accordance with the Vision, Purpose, and Values, of Penelakut Tribe, client and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality, health and safety is inherent in all aspects of this position.

Reporting to the Tribe Administrator, the Health Manager is responsible for ensuring the effective operations of the Health Centre, the development and operations of all activities within their centre. Arrange for health professionals to provide services to members. Represent Penelakut's interest at regional and local health meetings.

#### EDUCATION/PROFESSIONAL REQUIREMENTS

A level of education, training and experience equivalent to a Master's Degree in a related discipline such as Health Administration or Business Administration plus five (5) years recent senior management experience, preferably in a large health situation.

#### QUALIFICATIONS & ABILITIES

- \* Excellent ability to communicate orally and in writing to all levels of the organization and with external organizations
- \* Ability to articulate the vision for the portfolio and secure support.
- \* Ability to identify key program considerations and goals, objectives and action plans for the portfolio
- \* A strong, positive, motivating team leader who has the ability to lead a team in a complex and changing environment
- \* Ability to resource requirements and secure resources
- \* Skilled facilitator with a proven track record of resolving issues with stakeholders
- \* Commitment to developing win-win situations and building positive, collaborative relationships
- \* A creative thinker who can think outside the box
- \* Demonstrated commitment to providing leadership, achieving objectives, providing quality service and effective management of resources
- \* Demonstrated ability to effectively introduce and manage change that is consistent with the vision, purpose and operating principles of Penelakut Tribe
- \* Ability to work effectively on the management team and within committee structures
- \* Demonstrated ability to function effectively in a highly dynamic environment
- \* Demonstrated ability to be effective in an environment subject to continuous change

- \* Working knowledge of applicable regulations, legislation and collective agreements
- \* Proficiency in the use of personal computers and applicable software applications
  
- \* Class 5 BC Driver's License
- \* Physical ability to carry out the duties of the position

Remuneration will be dependent on background, experience and current funding availability

To apply, please forward cover letter, resume/business portfolio and three references to:

- \* Fax 250-246-2725
- \* E-mail [adminassist@penelakut.ca](mailto:adminassist@penelakut.ca)
- \* Mail PO Box 360, Chemainus BC, V0R 1K0

**Application Deadline: Friday, May 3, 2019 at 11:30 a.m.**