



**FIRST NATIONS OF QUEBEC
AND LABRADOR HEALTH
AND SOCIAL SERVICES
COMMISSION**

The FNQLHSSC is a non-profit organization that is responsible for supporting the efforts of the First Nations in Quebec and Labrador in order to, among other things, plan and deliver culturally appropriate and preventive health and social services programs.

JOB OFFER

NIHB Program Agent

One-year contract with a possibility for renewal (35 hours per week)

Summary of responsibilities

In keeping with the mission, directions, values and general policies of the FNQLHSSC, the incumbent must:

- Analyze the various health policies and legislations.
- Provide advisory support to senior management in order to support and inform local and regional First Nations authorities regarding issues in terms of access to services.
- Represent and defend the rights and concerns of the First Nations in Quebec in terms of access to services at the regional and national levels.
- Identify problems related to accessing regional services and develop strategies to remedy them.

Main responsibilities

- Act as a resource person in their field by making their expertise available to the First Nations communities and organizations.
- Ensure monitoring activities in terms of access to services for First Nations in Quebec in order to make recommendations.
- Develop and maintain a network of contacts with First Nations organizations and partners.
- Identify the most effective strategies for making changes to programs, policies or procedures in the best interest of First Nations.
- Advise and support First Nations communities and organizations in solving general problems in the context of access to health services.
- Conduct an analysis of the issues of First Nations communities and organizations and support them in their negotiations with provincial or federal partners in terms of access to health services.
- Defend the interests of First Nations in the development of guidelines supporting access to health services as well as in the establishment of effective service corridors with government partners.
- Raise awareness among various professional circles on the specific realities of First Nations and the organization of their services.
- Develop and offer information sessions on access to services for the communities or other organizations.
- Organize regional meetings aimed at improving access to services for First Nations.
- Contribute to the achievement of sector objectives and promote the maintenance of a work atmosphere based on mutual aid, respect and collaboration (compliance with procedures, values, information management guidelines, etc.).
- Support the organization's mission by making use of their expertise in carrying out projects (one-off or special), events and activities for the FNQLHSSC as well as partners and external committees.

Employment prerequisites and conditions

- Bachelor's degree in health, social science or law
- Five (5) years of experience in advocacy or the health field

- Knowledge of the provincial health network
- Knowledge and understanding of First Nations cultures
- Knowledge of Microsoft 365
- Written and spoken French and English at an advanced level
- A valid driver's license

Desired skills and attitudes

- Good political skills
- Ability to influence and regroup around ideas and projects
- Good communicator and comfortable with group facilitation
- Good analytical, summary and writing skills
- Ability to identify and manage priorities
- Be organized and know how to manage several files simultaneously
- Strong relational skills
- Adaptability and creativity
- Negotiation and persuasion skills<.

Salary

The gross annual salary is situated between \$53 726.40 and \$62 244.00 and varies according to the candidate's experience. Please note that in order to be eligible for this starting salary, the retained candidate must meet the requirements in terms of minimum experience and academic training or possess the equivalencies when the position so allows.

Start date

As soon as possible.

Interested persons should send their curriculum vitae and a cover letter (mandatory) no later than **October 21, 2020**, to:

Ms. Laurie Villeneuve, Human Resources Advisor

First Nations of Quebec and Labrador Health and Social Services Commission

250 Place Chef-Michel-Laveau, Suite 102

Wendake, Quebec G0A 4V0

Fax: 418-842-7045

Email: rh@cssspnql.com

Only selected candidates will be contacted.

Priority will be given to Quebec First Nations and Inuit.

