



**Conseil Cri de la santé et des services sociaux de la Baie James**  
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**Cree Board of Health and Social Services of James Bay**

The Cree Board of Health and Social Services of James Bay (CBHSSJB) is seeking an:

### Executive Director

#### Mission:

The Cree Board of Health and Social Services of James Bay (CBHSSJB), a regional council and public institution, is responsible for providing health and social services for more than 16,010 Cree and non-Cree residents in the nine Cree communities of Eeyou Istchee. Health and social services are delivered through the following missions: CLSCs, Youth Protection/CSS, Hospital, Patient Services, a Reception Centre, two Group Homes and a Public Health Department.

With approximately 2,501 employees (all status), the CBHSSJB exercises its responsibilities for Region 18 of the Ministry of Health and Social Services of Quebec (MSSS) and operates in accordance with Section 14 of the James Bay Northern Quebec Agreement (JBNQA). Cree values and traditions form an integral part of delivery of health and social services in Eeyou Istchee. The CBHSSJB partners with health and social services agencies and institutions throughout the province and in neighbouring administrative regions and throughout the province.

Although CBHSSJB's mandate currently does not include Cree traditional health and well-being practices, the CBHSSJB organization wishes to integrate these traditional healing practices in its approaches to care.

#### Role of the Executive Director:

Under the authority of the Board of Directors, and subject to the legislation, regulations and bylaws applicable to the CBHSSJB, the Executive Director is responsible for:

- Directing and coordinating the administration of the CBHSSJB, including its day-to-day administration and operations.
- Ensuring the quality of the services it provides.

- Ensuring that the Board of Directors receives the information it requires to fulfill its responsibilities; ensuring that necessary items are referred to the Board for its approval and that the decisions of the Board are carried out.
- Serving on all committees of the Board of Directors and liaising with its Chairperson in a timely fashion and on regular basis.
- Planning, organizing, coordinating, and evaluating the use of the CBHSSJB's human, financial, material and information resources, and ensuring the development of its human resources at the regional and local levels.
- Supervising the preparation and implementation of the annual budget and report, both of which must be submitted to the Board of Directors for approval, and financial and statistical reports pertaining to CBHSSJB's activities.
- Supervising, evaluating and providing direction to senior personnel, recommending the appointment of senior management to the Board, and appointing other management personnel.
- Seeking and fostering participation, collaboration and communication, both internal and external and at all levels of the organization.
- Representing the CBHSSJB in its dealings with various government bodies, Cree entities and other persons or organizations providing services to the Cree communities as regards issues pertaining to operations, programming, services and facilities.

#### **Challenges:**

- Enhancement of current services and delivering the required services to the population at regional and local levels.
- Development and implementation of Human Resources plans in collaboration with partners.
- Management of current and upcoming capital projects.
- Continuation of current and upcoming negotiations with MSSS.
- Development of a dashboard designed to measure service delivery to the population and the quality of care.
- Integration of traditional healing practices into care approaches.
- Management and maintenance of assets.

- Quality of services to be prioritized and maintained.
- Mobilization of all internal and external partners to further the achievement of objectives outlined in the CHBSSJB's strategic regional plan, and ensuring accountability at the regional and local levels.
- Maintaining effective and efficient General Management within the CBHSSJB.

**Profile:**

- An executive team leader with excellent communication and interpersonal skills.
- Leadership skills that foster participation and commitment to organizational objectives.
- Ability to guide and recognize the work and contribution of senior managers and support their professional development.
- A management approach focused on effectiveness and tangible results.
- Strong decision-making and problem-solving skills.
- A strategic vision and ability to facilitate changes as needed within the organization.
- Ability to maintain excellent relationships with partner organizations.
- A proven track record of exceptional organizational performance.

**Requirements:**

- Ten years of relevant professional experience with at least seven years in senior management positions.
- Knowledge and experience in the field of health and social services is an asset.
- Postgraduate university degree in administration in a health or social services discipline or other relevant field.
- Relevant Baccalaureate degree plus management experience might be considered in lieu of a postgraduate degree.
- Excellent working knowledge of French and English.

- Knowledge of the Cree language, Cree culture and Cree milieu are valuable assets.
- Knowledge of First Nation health and social issues, practices and trends, as well as postcolonial contexts.
- Knowledge and experience as regards the following are assets:
  - Quebec Health and Social Services Network.
  - Management of construction and capital projects.
  - Negotiation with local, regional, provincial, and federal levels of governments.

**Conditions:**

- The position is based in Chisasibi, Eeyou Istchee, Quebec. Remuneration and benefits are determined according to the policies of the Quebec Ministry of Health and Social Services, with adaptations for the northern context, and include a salary range (HC-7) from \$127,083 to \$174,878.
- In addition to the usual fringe benefits, the employer provides housing, defrays moving and storage cost for employees recruited further than 50 kilometers away from the place of work.
- There is a Northern allowance of \$12,508 for a person with dependants or \$7,819 for a person without dependants, as well as an allowance to cover the cost of three (3) trips out for an employee with dependants, and four (4) trips out per year for an employee without dependants.
- The CBHSSJB ensures that all applicants will be considered without discrimination.

**How to apply:**

Applications must be received by midnight Eastern Time on **March 22, 2015**.

Please forward the following items **BY EMAIL ONLY** to the email address [execdir.reg18@ssss.gouv.qc.ca](mailto:execdir.reg18@ssss.gouv.qc.ca)

- Curriculum Vitae
- A cover letter briefly describing your interest in applying for this position

**To the attention of:**

**Mrs. Bella M. Petawabano**  
President of the Selection Committee for the Executive Director  
Cree Board of Health and Social Services of James Bay

The email address [execdir.reg18@ssss.gouv.qc.ca](mailto:execdir.reg18@ssss.gouv.qc.ca) is reserved **EXCLUSIVELY** for the purposes of this competition. Applications sent by fax or regular mail or after the deadline *will not be accepted*.

For more information please visit our website at: <http://creehealth.org/careers>