

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

"General-Public" Opening, accessible to both the network and outside the network of Québec Health and Social

Services

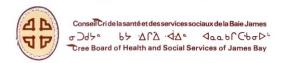
#### Mission:

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 16,000 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.

### Role:

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.



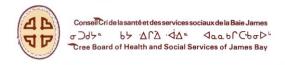
- Seeking and fostering participation, collaboration and communication, both internal and external and at all levels of the organization.
- Representing the CBHSSJB in its dealings with various government bodies, Cree entities and other
  persons or organizations providing services to the Cree communities as regards issues pertaining to
  operations, programming, services and facilities.

#### 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.
- Postgraduate university degree in administration in a health or social services discipline or other relevant fields.
- 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 historical and political contexts.



- Knowledge and experience as regards the following are assets:
  - o Quebec Health and Social Services Network.
  - Management of construction and capital projects.
  - o 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 \$132,559 to \$182,413.
- 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 \$13,046 for persons with dependents or \$8,155 for person without dependents, as well as an allowance to cover the cost of (4) four trips out per year for an employee with no dependents, and (3) three trips out for an employee with dependents.
- The CBHSSJB ensures that all applicants will be considered without discrimination.

To apply for this position, please forward the following by e-mail ONLY at: execdir2017.reg18@ssss.gouv.qc.ca

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

Applications must be received by midnight Eastern Time on July 10<sup>th</sup> 2017 and sent by e-mail to the attention of:

## Mrs. Bella M. Petawabano

President of the Selection Committee for the Executive Director

This e-mail address is reserved EXCLUSIVELY for the purposes of this competition. Applications sent by fax or after the deadline will not be accepted.

For more information please visit our website at: www.creehealth.org