



Southwest Ontario
Aboriginal Health
Access Centre

INTEGRATED CARE MANAGER

Status: Full-time

Location: Windsor

The **Southwest Ontario Aboriginal Health Access Centre (SOAHAC)** strives to provide quality, holistic health services by sharing and promoting traditional and western health practices to enable people to live in a more balanced state of well-being. SOAHAC provides services to Indigenous people including those who live on and off reserve, status, non-status, Inuit and Metis within the Southwest and Erie St Clair regions. SOAHAC has the mandate of ensuring that health services are accessible, of high quality and are culturally appropriate.

An opportunity exists for one (1) **Integrated Care Manager** to join SOAHAC. Reporting to the Regional Director, the Manager is to coordinate and oversee the work of the inter-professional and integrated staff team at their assigned SOAHAC site; including leadership, human resources management, site management and the client experience. The Integrated Care Manager is required in the **Windsor** location.

Experience: The incumbent must have a University degree in Public Administration, Organizational Management, Leadership, Business Management or equivalent, along with five (5) years' experience with Indigenous health services and program management, including leading, developing and managing inter-professional and integrated health care teams, which include traditional Indigenous healers. The successful candidates must have direct experience working with First Nations, Inuit and Metis (FNIM) people and communities and traditional Indigenous healers, helpers, medicine people, knowledge keepers and Elders.

Requirements

- Post-secondary education in public administration, organizational management, leadership, business management or equivalent
- Direct experience with FNIM people, communities and the traditional Indigenous communities
- Comprehensive knowledge of Indigenous history and the impacts on health
- Knowledge of wholistic health models and strategies
- Knowledge and experience working with the social determinants of health
- Knowledge of and support for traditional Aboriginal healing practices, cultural diversity and cross cultural learning
- Knowledge of multi-service, inter-professional teams and collaborative professional practice
- Ability to work with multiple stakeholders across broad sectors, including health, government and Aboriginal organizations
- Project management expertise
- Strong computer skills and proficiency with MS Office
- Ability to take initiative and make effective decisions in a timely manner
- Organizational skills and time management skills
- Exceptional communication skills, including written and verbal
- Superior leadership skill, including human resource management, team development and team work
- Strong networking and relationship management skills
- The ability to resolve conflicts
- Willingness to learn Indigenous cultural competency and cultural traditions and practices
- Access to a reliable vehicle, a valid driver's license and insurance is required

Responsibilities

- Conduct HR planning in conjunction with the Regional Director and identify resource needs for the site
- Manage recruitment in conjunction with the HR Manager and provide support with hiring decisions
- Oversee the onboarding of new team members
- Support in the development and performance of team members, including conducting regular performance management meetings
- Support team members in their use and collection of information for the electronic medical record
- Manage the day to day resource needs of the team, monitoring schedules including vacations to ensure adequate coverage at all times
- Provide overall leadership and management to the Windsor team to ensure effective functioning and alignment with SOAHAC values and beliefs
- Build an environment of high trust, inter-professional collaboration, innovation and organizational learning
- Provide support to the team in understanding the vision and strategic plan at SOAHAC
- Provide support to the team to ensure an integrated and culturally safe client experience
- Oversee all aspects of client engagement, including gathering feedback from clients and implementing process improvement initiatives
- Oversee site management, including building operations and maintenance, IT oversight, Health & Safety, as well as general building issues

This job may require additional responsibilities and duties as assigned by Southwest Ontario Aboriginal Health Access Centre.

Please Note: This position is based on annual funding and is full-time @ 35 hours (5 days) per week. Salary is competitive and subject to experience and funding. Comprehensive benefit and pension package included.

SOAHAC values diversity and is an equal opportunity employer; however hiring preference will be given to qualified Indigenous applicants. SOAHAC is committed to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require accommodation to apply or if selected to participate in an assessment process, please advise Human Resources.

If you are interested in applying for this position, please forward your cover letter, resume, and names of 3 references (minimum of two references from a Supervisor/ Manager) to:

Email: **careers@soahac.on.ca**

Please include Subject Line: **Integrated Care Manager, Windsor**

Attention: **Anna-Marie Evans
Human Resources Manager
Southwest Ontario Aboriginal Health Access Centre
425 – 427 William Street,
London, ON N6B 3E1**

Closing Date: **July 13, 2018**

Please visit Southwest Ontario Aboriginal Health Access Centre online at: www.soahac.on.ca or like us on www.facebook.com/soahac to learn more about us!