



DEHCHO FIRST NATIONS
BOX 89, FORT SIMPSON, N.W.T. X0E 0N0
TEL: (867) 695-2355/2610 FAX: (867) 695-2038
Website: www.dehcho.org



EMPLOYMENT OPPORTUNITY

Regional Health & Wellness Services Access Program Manager (Full Time – Term Position)

Under the direction of the Regional Health & Wellness Director, the Regional Health & Wellness Services Access Program Manager develops, plans, and manages a regional program and team. The program is focused on improving Dehcho members' access to existing health and wellness services. The Regional Health & Wellness Services Access Manager leads innovative approaches to health and wellness, helping Dehcho residents access the services they need. A key management position of the team, the Manager leads the team to support and Dehcho First Nations (DFN) and its organizations with advocacy and access to health and wellness services. The position collaborates with other divisions at DFN, its member organizations, other health and wellness providers, all levels of government, and other stakeholders.

Qualifications:

1. Post-secondary diploma or degree, in a health-related field, OR equivalent combination of education, training and experience
2. Five years experience in health and wellness management
3. Two years of experience leading teams
4. Strong communication skills, both verbal and written
5. Ability to implement and manage a financial budget, ensuring effective administration of funds
6. Knowledge and experience of the use and application of computer software such as MS Word, Excel, Power Point, and Sage Simply Accounting financial reports
7. Experience in the preparation of final reports, written and financial
8. Expertise in representing the organization and the division with multiple stakeholders: including communities, universities, contractors, government
9. Understands anti-racist approaches, community development theories, and culturally-based wellness programs
10. Ability to communicate in Dene Zhatie an asset

Additional Requirements

- This is a highly sensitive position, a vulnerable sector check is required

*This position offers a mandatory benefits package of: group insurance & pension plan, including paid leave upon successful completion of probation. A job description is available upon request. **Only serious candidates need apply.***

Closing date:

April 25, 2025 at 5:00 pm

Address cover letter to:

Hiring Committee

Please forward applications to:

Director of Health & Wellness

Dehcho First Nations

P.O. Box 89, Fort Simpson, NT, X0E 0N0

Fax: (867) 695-2927

Email: kristen_tanche@dehcho.org

Only those selected for further consideration will be contacted