



P.O. BOX 5000

OHSWEKEN, ONTARIO

N0A 1M0

INDIGENOUS HEALTH LINKS TRANSFORMATION LEAD
ADMINISTRATION, HEALTH SERVICES

Applications will be received by Grand River Employment & Training (GREAT) and Six Nations Elected Council up until 4:00 p.m. EST, **Wednesday, February 14, 2018**, for a contract Indigenous Health Links Transformation Lead with Health Services Department. The Six Nations Elected Council Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications now being accepted through recruitment@sixnations.ca. **NO LATE APPLICATIONS ACCEPTED.**

Type	Temporary Full-Time
Closing Date	February 14, 2018
Length of Term	Until March 31, 2020
Hours of Work	Monday to Friday 8:30am to 4:30pm
Wage	To be Determined

Health Links was first introduced as a key commitment in the Ministry of Health and Long-Term Care's (ministry) *2012 Action Plan for Health Care*, to transform the system through increased access to high quality integrated services for patients living with complex chronic conditions. Health Links is an intensive integrated model of care, designed to address patient-centered goals and needs, through meaningful patient engagement and collaborative coordinated care planning.

The ministry has mandated that each Local Health Integration Network (LHIN) develop and implement a Scale and Spread Plan to ensure the Health Links model of care reaches a mature state by March 31, 2020, which includes aligning and embedding the model within LHIN sub-regions. To support the work required, the ministry has developed a maturity model for Health Links, which includes deliverables and outcomes that fall within four domains (DOMAINS):

- DOMAIN 1: Real-Time Patient Identification
- DOMAIN 2: Care Coordination
- DOMAIN 3: Patient-Centered Care
- DOMAIN 4: Measurement and Continuous Performance Improvement.

The Hamilton Niagara Haldimand Brant (HNHB) LHIN will develop the overall Scale and Spread Plan in collaboration with frontline providers, with a focus on system level changes, and the adoption of the model at the front line through coaching, mentoring and the implementation of best practices. Health Link Action Tables will be established within each sub-region to lead the local implementation of key deliverables.

In recognition of the diverse and unique needs of Indigenous peoples living on and off reserve, embedding an Indigenous lens within the Health Links Model of Care has been identified as a priority action item, to improve integration and coordination of culturally safe practices within the Model.

JOB SUMMARY: Under the direction and supervision of the Director of Health Services, the Indigenous Health Links Transformation Lead (Indigenous Lead) will be responsible for leading the planning and implementation of key deliverables related to the scale and spread of the Health Links Model within First Nations and urban Indigenous communities and work in close collaboration with the Health Links Sub-Region Transformation Leads, Health Links Sub-Region Model Adopters, and Health Links Sub-Region Administrative Supports within all sub-regions, to achieve the Scale and Spread Plan mandate.

SIX NATIONS ELECTED COUNCIL IS AN EQUAL OPPORTUNITY EMPLOYER AND WILL SEEK TO ACCOMMODATE THE NEEDS OF INDIVIDUALS WITH DISABILITIES IN A MANNER THAT MOST RESPECTS THEIR DIGNITY. ALL CANDIDATES ARE ENCOURAGED TO APPLY; APPLICANTS FROM SIX NATIONS AND OTHER FIRST NATIONS WILL BE GIVEN PREFERENCE TO DELIVER PROGRAMS AND SERVICES IN A FIRST NATIONS COMMUNITY. BASED ON THE NEED TO PROVIDE QUALIFIED PROFESSIONAL SERVICES, ONLY THOSE APPLICANTS MEETING THE MINIMUM REQUIREMENTS WILL BE INVITED FOR AN INTERVIEW.

One Indigenous Lead will be hired for the HNH B LHIN to support work in each of the six sub-regions (Brant, Burlington, Haldimand Norfolk, Hamilton, Niagara and Niagara North West) as well as Six Nations of the Grand River Territory and Mississaugas of the New Credit First Nation within the policies and procedures established by Six Nations Elected Council.

BASIC QUALIFICATIONS:

- Degree in Health or Social Services field AND minimum of three (3) – five (5) years' experience in a social service or healthcare environment;
- Valid driver's license and vehicle to travel within the LHIN geography as required;
- Knowledge of and/or experience with Health Links is considered an asset;
- Proven ability to build relationships and lead stakeholder engagement with First Nation, Inuit and Metis populations;
- Self-directed, flexible individual with the ability to manage shifting priorities, deadline pressures, ambiguity and change;
- Excellent written and verbal communications skills;
- Strategic, conceptual analytical thinking and decision-making skills;
- Proficient in Microsoft Word including Project, Excel, Visio, Minitab would be considered an asset.

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1:

1. Printed, filled in and authorized Six Nations Elected Council Application for Employment Form.
2. Covering letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume – resume must clearly show that you meet the Basic Qualifications of this position as stipulated above.
4. A photocopy of your education diploma/degree/certificate or transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

Indigenous Health Links Transformation Lead – Contract

c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69
Ohsweken, Ontario N0A 1M0

OR

Method #2:

1. Printed, filled in and authorized Six Nations Elected Council Application for Employment Form.
2. Covering letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume – resume must clearly show that you meet the Basic Qualifications of this position as stipulated above.
4. A photocopy of your education diploma/degree/certificate or transcript.
5. Scan and email all documents listed above to recruitment@sixnations.ca.

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POSITION DESCRIPTION – HEALTH SERVICES

POSITION TITLE: Indigenous Health Links Transformation Lead

REPORTING RELATIONSHIP:

Reports to and works under the direction and supervision of the Director of Health Services, Six Nations Elected Council.

PURPOSE & SCOPE OF THE POSITION:

The Indigenous Health Links Transformation Lead (Indigenous Lead) will be responsible for leading the planning and implementation of key deliverables related to the scale and spread of the Health Links Model within First Nations and urban Indigenous communities. The Indigenous Lead will work in close collaboration with the Health Links Sub-Region Transformation Leads, Health Links Sub-Region Model Adopters, and the Health Links Sub-Region Administrative Supports within all sub-regions, to achieve the Scale and Spread Plan mandate.

KEY DUTIES & RESPONSIBILITIES:

1. Technical Functions:

- Conduct an evaluation to assess the adoption of the Health Links Model of Care within First Nations and urban Indigenous communities. Develop recommendations to address community needs, support integration and coordination of services, and improve patient experience for Indigenous Peoples.
- Engage in patient/family/caregiver experience mapping to inform process redesign, to identify more culturally appropriate approaches and practices, and to inform the development of outcome measures for how Health Links is impacting Indigenous Peoples.
- Work with First Nations and urban Indigenous communities, providers and other stakeholders to develop and implement consistent methods for individual self-identification across the Health Links Model. This will include a review of best practices, identifying a process or mechanism for self-identification, and provider training on engaging in these conversations.
- Identify and develop pathways and integrated protocols to support access to Traditional medicine and other culturally appropriate programs and services.
- Align and work with the Health Links Transformation teams in each sub-region to ensure consistency and avoid duplication; act as a consultative resource for the sub-regions.
- Provide support and guidance at the local level to assist teams in meeting outcomes.

- Identify where opportunities arise for further integration of services to support improved patient experience for Indigenous Peoples.

2. **Communications Functions:**

- Report on key milestones and provide regular updates to the Health Links Operations Committee, Sub-Region Anchor Tables through the Health Links Action Tables, and other partners as required.
- Works collaboratively with Health Services, other community services and other Health Links Transformation teams in each sub-region.
- Establish reporting and communication mechanisms between all project stakeholders.

3. **Administrative Functions:**

- Works in conjunction with Health Services, other community services and other Health Links Transformation teams in each sub-region to assist and coordinate the set-up, completion and submission of reports.
- Works with the Director in the creation and finalization of reports to be submitted to the appropriate stakeholders.

4. **Other Functions:**

- Performs other job related duties as may reasonably be required by the Director of Health Services.
- Provides support to the Six Nations Emergency Measures Plan by ensuring awareness of the Emergency Measures Plan and assistance as instructed by the Director of Health Services.
- It is the responsibility of the employee to be aware of and adhere to all policies and procedures, including those that relate to client safety, staff safety and risk management.

WORKING CONDITIONS:

- Work requires physical activity and mental stress; requires working inside/outside; requires travel; requires extensive interactions with the public, who at times may be hostile or irate; subject to interruptions, deadlines, unscheduled hours.
- Work requires the ability to prioritize tasks, work independently with minimal supervision, and cope with many demands and time constraints.

WORKING RELATIONSHIPS:

With the Director of Health Services

Receives direction and guidance and discusses plans, prioritizes to ensure tasks are done efficiently and effectively, receives instruction and supervision.

With Health Links Transformation Teams

Works with, assists and coordinates initiatives, reporting responsibilities and protocol development.

With Other Staff

Promotes courtesy, co-operation and teamwork with all staff.

With External Agencies

Represents and promotes Six Nations interests relative to Health Services; seeks to develop sound, professional working relationships.

With the Public

Represents and promotes the health service interests of Six Nations; works in a courteous, co-operative, positive proactive manner.

KNOWLEDGE AND SKILLS:**Minimum Requirements:**

- A degree in a health or social services field.
- Minimum of 3-5 years' experience in a social service or healthcare environment.
- Must have valid driver's license and car to travel within the LHIN geography as required.

Other Related Skills:

- Knowledge of and/or experience with Health Links is considered an asset.
- Proven ability to build relationships and lead stakeholder engagement with First Nations, Inuit and Métis populations, cross-sector (hospital, long-term care, community, primary care).
- Knowledge and ability to integrate wholistic based and evidence based practice into planning and evaluation activities.
- Self-directed, flexible individual with the ability to manage shifting priorities, deadline pressures, ambiguity and change.
- Must have excellent organization and planning skills.
- Must be able to work effectively on multiple priorities and demonstrate creative problem solving.
- Ability to engage and inspire teams to achieve a collective goal centered on a patient first approach.
- Excellent written and verbal communication skills.
- Strategic, conceptual analytical thinking and decision-making skills.
- Proficient in MS Office including Project, Excel, Visio, Minitab would be an asset.

IMPACT OF ERROR:

Errors in judgement and in the conduct of duties could lead to loss credibility, poor public relation, confusion, duplication of effort and misinformation being given to the Director of Health Services, Human Services Committee, Six Nations Elected Council, Government Agencies and the public.

CONTROL:

Guiding principles set by Health Services Department and Six Nations Elected Council. Works within the administrative policies and procedures established by the Six Nations Elected Council for the Health Services Department and other legislation provided by the respective governments.



APPLICATION FOR EMPLOYMENT
With the Six Nations Council

PART I GENERAL INFORMATION

Application for: (Job Title)			Closing Date:		
Name of Applicant:	First Name	Initial	Last Name	Band & Number(if applicable)	
Mailing Address (R.R.#, Blue # & Address)			Home Phone.	Alternate Phone No.	
City or Town or Village	Province	Postal Code		Email Address	
<small>Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply; applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations Community. Based on the need to provide qualified professional services only those applicants meeting the minimum requirements will be invited for an interview.</small>					
Do you have specific needs to be accommodated? If so, in what manner?	Do you have the valid required license(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have a valid First Aid/CPR Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you had WHMIS Training? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If you have previously worked for Six Nations Council, please answer the following: Length of time worked _____ Months _____ Year(s) Dates Employed: _____ Reason for Leaving _____					
Permission for GREAT to keep a copy of application to assist in seeking/obtaining employment. <input type="checkbox"/> Yes <input type="checkbox"/> No					
Have you ever been convicted of a criminal offence for which a pardon has not been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Do you wish to work <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary/Casual					
Some positions may require a medical examination as it pertains to the position and will be requested if you are the successful candidate. Would this present a problem for you? <input type="checkbox"/> Yes <input type="checkbox"/> No					

PART II EDUCATION

Year Last Attended	Secondary School					College or University					Graduate or Professional				
	9	10	11	12	13	1	2	3	4	5	1	2	3	4	5
Level Completed															
Certificates, Diplomas, Degrees obtained															
Course of Study Taken															
List any specialized Training, Apprenticeship Skills, Awards, Professional Designations, and other Education															

PART III WORK HISTORY	
I Present or Last Employer	Address:
Type of Business:	Telephone Number:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	
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II Previous Employer	Address:
Type of Business:	Telephone:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	
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III Previous Employer:	Address:
Type of Business:	Telephone Number:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	
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<p>We will be contacting your present and any previous employers listed for a reference check. Besides your Immediate Supervisor who else should we ask to speak with? (List name, job title & phone number)</p>	
<p>1. _____</p> <p>2. _____</p>	

****PLEASE READ CAREFULLY****

YOU ARE REQUIRED TO PROVIDE PROOF OF YOUR EDUCATIONAL QUALIFICATIONS AS IT PERTAINS TO THE JOB DESCRIPTION. PLEASE ATTACH A COPY OF YOUR DIPLOMA, DEGREE, CERTIFICATE OR TRANSCRIPT WITH YOUR COVERING LETTER, RESUME AND APPLICATION FORM

By signing this application you are consenting for this employer to contact your previous employers for references.

Authorization:

I have completed this application to the best of my ability and the foregoing statements are correct to the best of my knowledge. I do understand that any misrepresentation may disqualify me from employment or be cause for dismissal. If I am hired, I shall abide by all policies and procedures of the Six Nations Council which includes serving an initial probationary period.

Applicant's Signature

Date