

**Executive Director
Continuing, Full-Time Position
www.fsjamesmedicalclinic**

Posting Date: December 7, 2022

Closing Date: January 6, 2023

Start Date: February 1 or as soon as possible thereafter

Do you want to make a difference in the lives of community members? Are you passionate about using your knowledge, skills and experience to help enhance the shared care model that delivers equitable, longitudinal, comprehensive primary care? The Fort St James Primary Care Society is looking for a talented Executive Director to provide direction and oversee operations of Fort St James Medical Clinic; liaise with Northern Health, the First Nations health partners; and advocate for community health initiatives.

The opportunity:

Reporting to the Board, the Executive Director is responsible for providing leadership, implementing the Strategic Plan, guiding teams and working groups, and supervising front-line staff. As the first Primary Care Society in Northern BC, this is an exciting time to join a regional-focused team providing innovative solutions to health care delivery in small communities.

Who we are:

The Fort St James Primary Care Society and its membership partners (The District of Fort St James, Regional District Bulkley-Nechako Area C, and Nak'azdli Whut'en) acknowledge that we live and work within the ancestral, traditional and unceded territory of Nak'azdli Whut'en, Tl'atz'en Nation, and Binche Whut'en peoples.

What was once a small clinic has grown into a space that is home to an integrated team of medical staff and the Northern Health Inter-professional Team. Together and in partnerships, the focus is to improve the health of our communities as a collective.

What you bring:

- Degree, diploma and/or professional designation in a related field. Leadership/Human Resources/Social Work
- Five to seven years recent, related supervisory and management experience preferably in a non-profit organization

- Evidence of ongoing professional and leadership development
- Strong organizational and technology skills with the ability to work under pressure and manage competing priorities
- Ability to communicate effectively, verbally and in writing
- Strong leadership skills with the ability to delegate, motivate and empower employees
- Proven judgement, problem-solving and decision-making capabilities
- Self-motivated with the willingness and ability to take independent action and accountability

Required:

- Valid driver's license
- Criminal Record Check clearance

How to apply:

Please send a cover letter of interest and current resume outlining your skills and qualifications for the position to:

manager@fsjamesmedicalclinic.com

Attention Ann McCormick, Chair, Fort St James Primary Care Society Board

A comprehensive job description is available on request.