



ABOUT THIS CAREER OPPORTUNITY

In accordance with the established strategic plans, goals, and objectives of the Hailika'as Heiltsuk Health Centre Society, and respecting joint funding and working agreements with the Heiltsuk Tribal Council, and in relationship with health services stakeholders, the key mandate of this senior executive position is to ensure the health center implements its short, mid, and long-range health strategy to achieve its goals and objectives in relation to population health and its related programs and services, for our accredited facility.

The Director of Community Health Services is an Officer role that works closely with the board of directors to ensure the fiduciary responsibilities of the Society are upheld and to support our obligations to our stakeholders. On a daily basis, the Director will support key management staff to implement quality health services programs that promote and improve quality of place and quality of life for our Heiltsuk residents. Other key responsibilities include directing and overseeing the performance management of budgets, staff, and stakeholder relationships, and other notable duties include developing and implementing policies and procedures to support operations and relationships.

This role is a visible position of trust, and the successful applicant demonstrates unwavering ethics and professional standards. Working collaboratively with finance staff and in compliance with the Heiltsuk Tribal Council's Financial Administration Law, the Director will monitor and ensure financial obligations are met, for compliance and reporting.

ABOUT YOUR PROFESSIONAL QUALITIES

The ideal candidate has previous experience working at a senior level in health care administration, and also with health strategy and policy, and understands determinants of health in an Indigenous community. You demonstrate a high degree of professionalism and are able to maintain diplomacy in all working relationships and you have experience supporting the development of skills in others. You have experience working at a senior level, as well as working with a broad range of public funding programs. Your past successes keep you confident in taking on new challenges. You have an established professional network and are able to demonstrate success with both your past employees, and your past government relationships. You understand the logistics related to the work. You have a post-secondary education and are committed to advancing Indigenous health care initiatives. **Your competencies include:**

- Building Partnerships
- Building Trust
- Communication
- Leadership Disposition
- Interpersonal Ability
- Facilitating Change
- Strategic Planning
- Results-Service Oriented
- Budget Planning

ABOUT YOUR QUALIFICATIONS

- Degree in a health-related discipline or health administration
- Minimum of eight (8) years of proven excellence in health care management
- Proven and successful administrative leadership experience within a not-for-profit type setting



Hailika'as Heiltsuk Health Centre Society

Job Posting No. 001-2026
**Director, Community Health
Services**

**INTERNAL-EXTERNAL
JOB POSTING**

- Budget planning and budget management skills, and reporting.
- Deep understanding of population health issues faced by Indigenous communities.
- Proven executive leadership experience, ideally within a First Nation or Indigenous health context.
- Exceptional project management and organizational change leadership capabilities.
- Demonstrated experience leading a team that includes administrative staff and front-line workers.
- Demonstrated experience and diplomacy working with high-level political, legal, and community leaders in complex and sensitive governance matters.
- Understanding of social policy and emerging trends in Indigenous health care and cultural awareness.
- Advanced proficiency in Microsoft Office and data management platforms (e.g., SharePoint, Teams, Excel).
- Strong facilitation, public speaking, and community engagement skills.
- Diplomacy in pressure situations with calm, steady demeanor; builds positive relationships with all.
- Ability to participate in and facilitate group meetings; professional verbal/written communication.
- Identification and resolution skills; strong diligence and a high degree of accuracy.
- Criminal Records Check with Vulnerable Sector Search
- Valid Class 5 Driver's License.

The following are considered assets:

- Completion of First Nations' Health Director's Certificate Program.
- Experience reporting to boards and funders.
- Knowledge of the Heiltsuk Nation's laws, history, culture, and governance structures is a significant asset.
- Experience with QuickBooks software.

We recognize the value of diverse educational experiences including cultural, academic, work, and lived experience. We encourage those who closely match the qualifications listed to apply. ***Heiltsuk members and Indigenous applicants are encouraged to apply.***

ABOUT OUR COMMUNITY

With a history spanning over 14,000 years, our Nation is a vibrant community deeply rooted in the traditions and values of our ancestors. Located in the stunning Great Bear Rainforest, we are dedicated to the sustainable management of our rich natural resources and the preservation of our cultural heritage. We aim to foster a deep understanding and appreciation of our heritage, promote sustainable practices, and advocate for the rights and well-being of our community. Our services, including fisheries management, cultural tourism, and economic development initiatives, reflect our commitment to these goals. Through meaningful engagement, education, and empowerment, we strive to build bridges of understanding, preserve our ancestral knowledge, and inspire positive change for current and future generations. Our strong governance, led by the Heiltsuk Tribal Council, ensures that we continue to thrive. Work for us and join us in celebrating our rich history and contributing to a sustainable future where tradition meets innovation.

Our community members enjoy many modern amenities including a K-12 school, hospital and clinic, emergency responder services, local grocery store, day care, library, walking/hiking trails, boating, and local eateries and boutique stores. Enjoy the beautiful region and immerse yourself in community events throughout the year. For more information, please visit explore our website: www.heiltsuknation.ca/



ABOUT THE COMPENSATION

This is an overtime exempt position for a minimum three (3) year contract. As a salaried management role, the successful candidate may earn a salary ranging from **\$104,000.00 to \$120,000.00** annually, pending qualifications, education, skills and experience. This employee will work a regular schedule of 37.5 hours per week, and on occasion will work beyond these hours, and all remuneration paid to the successful candidate is intended to cover all hours worked. In addition to professional development opportunities, other benefits include:

- Comprehensive Group Benefits Plan
- Pension Matching
- Subsidized Housing
- Relocation Allowance
- Annual Travel Allowance
- Annual license and membership fee coverage
- Four Weeks Holidays
- Two Weeks Paid Winter Break
- Time off in lieu of overtime
- Provincial and Federal Statutory Holidays
- Paid Family Responsibility Leave
- Paid Medical/Sick Leave

HOW TO APPLY

Please submit your application to:

Cathy Murphy, CPHR
Senior Manager, Human Resources
jobs@heiltsuk.ca

Posting Closes: February 13, 2026, at 4:00 p.m. **Remuneration:** Rate offered to the successful incumbent is pending certification(s), skills, experiences, knowledge. A six-month performance monitoring period will be implemented.

Please identify in your email subject line that you are applying to "001-2026 Director, Community Health Services."

We thank individuals for applying, but only those applicants selected for an interview will receive a reply.

Hailika'as Heiltsuk Health Centre Society is an accredited health care facility.

