



HAILIKA'AS HEILTSUK HEALTH CENTRE SOCIETY



Health Director

Department:	Administration and Finance
Reports To:	Health Society Board of Directors
Type:	Full-time Permanent
Wage:	\$104,000 - \$120,000 plus retention bonus and relocation assistance

JOIN THE HAILIKA'AS HEILTSUK HEALTH

At Hailika'as Heiltsuk Health Centre Society (HHHCS), we provide culturally safe, inclusive care guided by Heiltsuk values, supporting community health, healing, and wellness. We are seeking compassionate, collaborative individuals committed to making a meaningful impact. HHHCS is located in Bella Bella, BC, on the Central Coast and home of the Heiltsuk First Nation. The community has approximately 1,450 residents and is accessible by regional air and BC Ferries. It offers essential services, recreation, and access to the surrounding coastal environment. This is a truly unique opportunity to immerse yourself in a traditional First Nations community while experiencing the pristine beauty of BC's Central Coast.

PURPOSE

The Health Director provides overall leadership and direction for the Health Centre and is responsible for the effective delivery of health programs and services to the Bella Bella community.

The Health Director oversees the day-to-day operations of the Health Centre and ensures that programs, services, staff, and resources are aligned with the direction set by the Health Board. The Health Director provides advice to the Board, supports good governance, and ensures open communication, accountability, and transparency across the organization.

The Health Director works closely with staff, community members, health partners, funders, and other organizations to strengthen health services and respond to the changing needs of the community.

KEY DUTIES AND RESPONSIBILITIES

Leadership and Governance

- Implement the priorities, strategies, and plans approved by the Health Board and provide advice to the Board, Co-Chairs, and Committee Chairs.
- Keep the Board informed of Health Centre operations, performance, emerging issues, and future priorities.
- Support effective governance, policy development, Board orientation, and ongoing governance training.
- Ensure accountability, transparency, confidentiality, and compliance with Health Centre policies and applicable legislation.



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Health Programs and Services

- Lead the planning, delivery, and evaluation of health programs and services to ensure they meet community needs and align with the Health Centre's mission, vision, and strategic priorities.
- Develop and monitor annual, three-year, and five-year health service plans, including program performance, outcomes, and quality improvement.
- Monitor community health needs and trends and recommend changes or new services as required.
- Promote community health, wellness, education, and engagement, and oversee the resolution of patient and community concerns.

Financial Management

- Lead the development of annual operating and capital budgets with the Finance Department and present them to the Board for approval.
- Monitor financial performance, expenditures, billing, and budget variances, and provide regular reports and recommendations to the Board.
- Ensure financial decisions and funding proposals align with approved budgets, priorities, and organizational needs.
- Complete funding applications, reporting, budgeting, and workplan development

People and Organizational Leadership

- Provide leadership and direction to managers, team leaders, and staff and promote a respectful, collaborative, and culturally safe workplace.
- Oversee human resources matters in partnership with the HR Manager, including staffing, contracts, performance management, employee relations, training, and staff development.
- Support managers in addressing performance, workplace concerns, conflict, and disciplinary matters in accordance with policy.

Partnerships and Community Relations

- Build and maintain strong relationships with the First Nations Health Authority, Vancouver Coastal Health, funders, government agencies, and other health and community partners.
- Represent the Health Centre with external partners and develop relationships that strengthen health services and improve community health outcomes.
- Evaluate new programs, services, and funding opportunities to ensure they align with community needs, strategic priorities, and organizational capacity.

Privacy, Information and Risk

- Act as Data Steward and Privacy Officer, in partnership with the IT System Administrator.
- Ensure the protection of personal, health, community, and organizational information and compliance with applicable privacy legislation.



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- Oversee privacy and information security practices, information-sharing agreements, privacy risks, audits, and breaches.

QUALIFICATIONS

- Bachelor's degree in a health-related field, health administration, public administration, or a related discipline.
- Recommended Eight years of progressive experience in health care management or a related leadership role.
- Demonstrated experience leading teams and managing health programs and services.
- Experience working in a First Nations or Indigenous health setting is strongly preferred.
- Experience working in a rural, remote, or community-based health setting is an asset.
- Experience working in a not-for-profit or community-based organization.
- Strong understanding of health care systems, government health programs, and First Nations health services.
- Experience with strategic planning, change management, program development, and organizational improvement.
- Strong financial management skills, including budgeting, financial reporting, and understanding of generally accepted accounting principles (GAAP).
- Demonstrated ability to build positive relationships with staff, community members, Boards, funders, and external partners.
- Strong communication and presentation skills, including the ability to communicate complex information clearly.
- Strong leadership, mentoring, and team-building skills.
- Sound judgement, discretion, initiative, and the ability to manage competing priorities.
- Commitment to integrity, accountability, cultural respect, and community-focused leadership.
- Ability to work flexible hours, including occasional evenings and weekends, as required.
- Ability to work effectively in a rural and remote community environment.

BENEFIT PACKAGE:

- **Extended Health Benefits** – Dental, vision, life, and LTD coverage.
- **Pension Plan** – Competitive employer-matched plan.
- **Paid Time Off** – Competitive vacation and other leaves plus an additional two-week winter closure.
- **Subsidized Housing** – Low-cost Health Centre housing, subject to availability.
- **Relocation Assistance** – Available for negotiation.
- **Travel Benefits** – Up to four round-trip flights to Vancouver per year.

To support retention in the role, the successful candidate will receive a \$4,000 retention bonus, paid at specified employment milestones.

As the Health Center is located on Heiltsuk lands, eligible Status employees may qualify for tax-exempt employment income.

HOW TO APPLY

Applications must be sent by email to jobs@heiltsukhealth.com