The Provincial Office of the Métis Nation of Alberta (MNA) is recruiting for a Director of Health & Wellness. Reporting to the Senior Executive Officer (SEO), the Director of Health & Wellness (DHW) is responsible for providing leadership in resource management and in mentoring, coaching and developing a team to deliver programs and services. Additionally, the DHW provides administrative direction by applying strategic thinking and results based orientation, to program and service delivery staff at the MNA. The DHW is responsible for ensuring completion of deliverables and program compliance as it relates to funding agreements, contribution agreements and grant agreements.

The DHW will identify and evaluate the needs of the Métis population and the MNA and ensure responsive program supports are sought from funding, or other agencies. This will include exploring, developing and leveraging new resources and partnerships to build the required capacity and program offerings. Relationship building is key in working with a diverse cohort of internal staff, the Métis population at large and various other external stakeholders. The DHW is also responsible for oversight related to the finalizing, negotiating and reporting on work plans with various funding agencies to the MNA, SEO and other required parties.

**Major Responsibilities**

- Designing, leading and managing programs and services to be effective and responsive to the needs of the Métis community.
- Leading, coaching and mentoring a team to achieve goals and objectives and link program and service activities within the MNA to the needs of Métis people in Alberta.
- Manage fiscal and human resources to ensure effective and efficient use of resources in meeting goals, objectives and plans.
- Ensure MNA representation on various committees, teams, and task forces as it relates to stated objectives in funding agreements and work plans.
- Develop and maintain effective, open partnerships with the community, staff and stakeholders.
- Develop relationships with the Métis community and other key stakeholders with the intent of achieving effective delivery of programs and services.

**Knowledge / Experience Requirements**

- Extensive senior management experience with strengths in strategic planning and developing long term, outcomes-focused plans, formulating policy, and directing diverse programs to achieve results that positively impact the Métis Community.
- Demonstrate expertise in policy and program development, analysis and evaluation, and performance management systems.
- An in-depth understanding of the Métis Nation of Alberta and Métis culture.
Exceptional verbal, written, listening and interpersonal communication skills.
Experience in strategic negotiation with various external stakeholders.
A proven track record of building collaborative partnerships with a variety of internal and external stakeholders, including government, industry, service providers, and other community-based advocacy bodies.
Proven ability to effectively consult and negotiate solutions to complex and diverse issues with diverse partners and stakeholders.
Analytical and problem solving skills that support innovation and the ability to develop strategies that incorporate a broad-scale, long-term view of challenges and opportunities.
Recognized strengths leading and engaging teams, and creating a culture that promotes development of individual and organizational capacity.

Academic Requirements

Post-secondary education at a Masters level preferred

Closing Date: January 18, 2017
Submit your resume to:

Métis Nation of Alberta
#100, 11738 Kingsway Avenue,
Edmonton, Alberta, T5G 0X5
E-mail: employment@metis.org