

## COVID-19 Vaccine Clinic & Task Team Coordinator

(Job #2021.017)

Location: TBD

Full Time – 1 (One) Year Contract

Maamwesying North Shore Community Health Services, an Aboriginal Health Access Centre that provides primary health, traditional healing, mental health, home and community support services and health promotion services to community members of the seven First Nation communities of the North Shore Tribal Council is inviting applications for a one-year full-time contract position.

As a valued member of our COVID-19 Pandemic Response Team and under the direction of the Director of Primary Care, you will oversee all aspects of planning, implementation and operationalization of the COVID-19 Vaccination Clinic for the Indigenous population residing in the city of Sault Ste. Marie, ensuring efficient, client-focused and safe care. In addition, this position is responsible for leading the COVID-19 Indigenous Task Team to ensure a local response to a COVID-19 outbreak in one of the member First Nation communities of the North Shore Tribal Council.

### Qualifications:

- Undergraduate Degree in Health Administration; Health Systems; Project Management; or related field
- Knowledge of the Indigenous health care system; both Provincial and Federal
- Knowledge of Emergency Management mechanisms, as a definite asset
- Knowledge of the health care system and COVID-19 pandemic protocols, vaccine rollout, and priorities
- Proficiency in the use of computers and various database software including Microsoft applications; i.e. Word, Power point, Excel
- Problem-solving, good judgement and decision-making skill and ability to stay calm, and composed especially in times of crisis or urgencies
- Experience in an Indigenous health and or social service organization, hospital or community-based health setting, health promotion, public health or social work is an asset
- Excellent interpersonal, communications and collaboration skills
- A clear vulnerable sector criminal reference check is a condition of employment
- Must possess a valid Ontario Driver's Licence and a reliable vehicle, along with a driver's abstract

Given the traditional practices of Aboriginal people, from time to time exposure to smoke from the burning of sacred medicines such as tobacco, sweet grass, sage or cedar may occur. Accommodations for the disabled will be available upon request. An offer of employment will be conditional upon an acceptable vulnerable sector records check. Hiring of Aboriginal people will be given preference, as allowed under Section 14 of the Ontario Human Rights Code – Special Programs

**Deadline:** Active posting until filled.

Interested applicants can email resume, cover letter, certificates and three work related references to:

Human Resources  
Maamwesying North Shore Community Health Services Inc.  
473B Highway 17W, Cutler, ON P0P 1B0

Email: [Jennifer.McKenzie@nmninoeyaa.ca](mailto:Jennifer.McKenzie@nmninoeyaa.ca)



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