



EMPLOYMENT OPPORTUNITY

Position: Community Engagement Coordinator

Background:

Incorporated in 2017, the Matawa Health Co-operative (MHC) is a Matawa First Nation owned and controlled health co-operative that provides health care services to enhance existing health services to achieve long-term health and well-being for all members within the nine (9) Matawa First Nations. It is overseen by a Board of Directors and is a member of the Health Care Co-operatives Federation of Canada. The MHC is community-driven with available services being tailored to individual community's needs. It is the first of its kind in Canada.

The MHC works to incorporate traditional healing and medicines in addressing the wholistic health needs of the Matawa First Nations focusing on the priorities of mental health and addictions, diabetes, and chronic diseases. It oversees an Inter-Professional Primary Care Health Team made up of a clinical coordinator, 14 nurses (3 are Certified Diabetes Educators), 3 physicians (part-time), 1-foot care nurses, 1 nurse practitioner, and 10 mental health counsellors providing direct services in the Matawa First Nations or through virtual care.

The organization is accepting applications for a **Community Engagement Coordinator**.

Position Summary:

The Community Engagement Coordinator, under the direction of the Executive Director of Matawa Health Co-operative (MHC) or their designate, will primarily be responsible for community outreach to Matawa First Nations and will assist in developing, promoting, and facilitating MHC and Health Transformation activities. The Community Engagement Coordinator will assist in the work towards building and engaging new and existing relationships with Matawa First Nation leadership and membership.

Specific duties include:

1. Attend community engagement events (in-person and online) to establish positive relationships with Matawa First Nations leadership and community members;
2. Coordinate and support engagement meetings with community leadership, members, and prepare minutes and reports for documentation purposes;
3. Engage with our Matawa communities across various platforms – monitoring, listening to and initiating conversations across many different platforms and channels;
4. Maintain calendars such as community appearances, events, workshops, and all other communication opportunities;
5. Travel to Matawa communities to meet and assist in meeting with leadership and community members to host engagement sessions;

Preferred Qualifications, Experience, Knowledge, and Abilities:

The Community Engagement Coordinator must also be:

1. Post-secondary diploma or degree in one of the following areas: Social Work, Human Services, Social Services, Education, or related field;

2. Must have at minimum 2 years' experience in building rapport and good working relationships with a variety of stakeholders and clients;
3. Knowledge of First Nations culture, history, community-based services, geographic realities, and social conditions within remote First Nations communities;
4. Fluency in Cree, Oji-Cree, or Ojibway is an asset;

The incumbent should also have proficient knowledge in the following areas:

- Exceptional oral, written and presentation skills;
- Ability to prioritize, manage time effectively;
- Must be willing to work part of a team and perform work duties with minimal supervision;
- Knowledge of various computer systems and applications (i.e., Microsoft Office, etc.);

Applicants will have skills and personal attributes as described in the job description.

Location: Thunder Bay, Ontario (with extensive travel to Matawa road-access and remote communities)

Salary: Commensurate with experience

Term: Full-Time, dependent on annual funding

How to Apply: Please send your cover letter and resume with three references to:

Matawa Health Co-operative
 RE: Community Engagement Coordinator
 233 Court Street South, 1st Floor
 Thunder Bay, ON P7B 2X9

Fax: (807) 346-2371

Email: careers@matawa.on.ca

Deadline: Open Until Filled

For additional information, please view the job description at the Matawa website:

www.matawa.on.ca

(or at: <http://www.matawa.on.ca/recruitment/career-opportunities/>)

We thank all applicants for their interest in working with the Matawa Health Co-operative, however only those selected for an interview will be contacted.

Matawa First Nations Management has adopted a COVID-19 Vaccination Policy by which all staff, who are eligible, must be fully vaccinated. If you have any questions or concerns regarding this, please contact us.



- CIRCLE OF BELONGING -