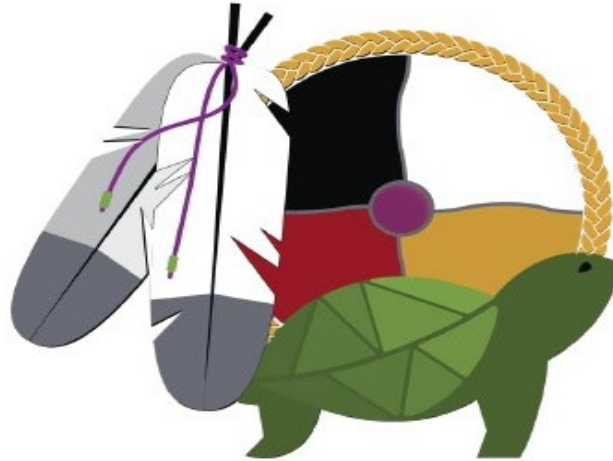




**MATAWA HEALTH
CO-OPERATIVE**

Physician Lead Job Description

PURPOSE OF THE POSITION

Incorporated in 2017, the Matawa Health Co-operative (MHC) is a Matawa First Nations owned and controlled health co-operative providing healthcare services that enhance existing health services to achieve long-term health and wellbeing for all members within the nine Matawa First Nations. This provincially incorporated Co-operative consists of the nine Matawa member communities including Aroland, Constance Lake, Eabametoong, Ginoogaming, Long Lake #58, Marten Falls, Neskantaga, Nibinamik and Webequie First Nation. The MHC 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 services tailored to individual community needs. It is the first of its kind in Canada.

The Physician Lead provides clinical leadership, mentorship, and support to MHC primary care providers, including Medical Doctors and Nurse Practitioners. Working closely with the Executive Director and Director of Clinical & Nursing Services, the Physician Lead ensures that team-based, client-centered care is consistently delivered across clinics and Matawa communities. The Physician Lead also provides direct patient care, particularly for members with complex medical and social needs, and supports the integration of culturally safe and wholistic care into clinical practice.

RESPONSIBILITIES

The Physician Lead provides clinical supervision, guidance, and mentorship to the primary care team, ensuring high-quality, team-based, and client-centered care across Matawa communities. They oversee physicians' clinical practice, support professional development, contribute to the development and implementation of medical policies and quality improvement initiatives, and provide direct patient care for members with complex medical and social needs. The Physician Lead also collaborates with internal teams, partner organizations, and residency programs to strengthen integrated, culturally safe, and wholistic healthcare services.

Clinical Leadership & Mentorship

- Provide daily guidance and support to physicians, ensuring alignment with MHC's client-centered and team-based care model.
- Foster effective collaboration between physicians, health staff, and interdisciplinary teams.
- Conduct performance reviews, provide coaching, and support professional development for physicians. Communicate to leadership any physician, clinical, or operational issues that could affect patient care or performance.
- Precept students and medical residents, including supervision and evaluation of clinical projects. Participate in NOSM Remote First Nations Residency Program, including selection, mentorship, and orientation of residents.
- Monitor physician compliance with licensing, certifications, and professional standards.

- Promote participation in mandatory trainings and support continuing education initiatives.

Clinical Practice & Patient Care

- Provide primary care to members with complex medical and social needs in Matawa communities.
- Participate directly in patient care alongside physicians to model best practices and ensure quality standards.
- Maintain accurate and comprehensive patient records consistent with interdisciplinary care standards and Health Information regulations.
- Apply culturally safe, wholistic care principles that incorporate Matawa traditions, values, and teachings.

Policy, Procedures & Medical Oversight

- Provide medical direction and guidance to the Executive Director, Director of Clinical & Nursing Services as required.
- Develop and approve medical directives, clinical policies, and administrative procedures for the organization.
- Participate in quality improvement and research activities.

Other Duties

- Perform additional tasks as assigned to support the financial health and sustainability of MHC.

Organizational Responsibilities

As a representative of the Matawa Health Co-operative, the employee is responsible for:

- Reflecting and interpreting the organization vision, mission and core values in their own work with enthusiasm and commitment.
- Acting in accordance with relevant legislation and organization policies and procedures.
- Proposing changes within MHC that would improve the quality of service to our First Nations' children, families and communities.
- Developing and maintaining respectful, cooperative working relationships to contribute to the delivery of services to First Nations' children, families and communities.
- Understanding their role and responsibility in maintaining a safe workplace and reducing workplace injuries.
- Ensuring accuracy, confidentiality and safekeeping of agency records.

KNOWLEDGE, SKILLS AND REQUIREMENTS

Education & Experience

- Medical Doctor (MD) degree in good standing with the College of Physicians and Surgeons of Ontario (CPSO).
- CCFP license or equivalent Canadian certification.
- Minimum 5 years of clinical experience, ideally in community health, primary care, or Indigenous health settings.
- Experience in management, supervising, or supporting physicians.

Skills & Abilities

- High level of integrity, accountability, and professionalism.
- Demonstrated ability to create alignment and synergy within interdisciplinary team
- Understands and is aligned with philosophies around trauma informed practice, Adverse Childhood Experiences, the socio-environmental determinants of health, and issues related to poverty, mental health and substance use
- Demonstrated understanding and a commitment to an integrated and team base model
- An engaged team player capable of interacting professionally with multi-disciplinary health care staff at MHC with a collaborative attitude
- Excellent written, communication, organizational and time management skills with the ability to take initiative and work with limited supervision but within the guidelines of the position
- Ability to work efficiently, both independently and as part of a multi-disciplinary team
- Computer competency & experience with an electronic medical record is necessary
- Strong time-management skills with the ability to meet deadlines.
- Respect for and understanding of First Nations culture, traditions, and approaches to health and wellness.

Other Requirements

- Valid Ontario Class G Driver's License and access to a reliable vehicle is an asset.
- Clear Criminal Record Check (Vulnerable Sector).
- Willingness to travel to Matawa First Nations communities when necessary.
- Ability to work flexible hours as needed.

WORKING CONDITIONS

Physical Demands

The employee may have to travel to our First Nations communities. They may have to lift, carry and manage equipment and supplies. They may have to work odd or long hours at a time to complete special requests or projects. The employee may have to spend long hours sitting and using office equipment, computers and attending meetings.

Environmental Conditions

The Matawa Building may be a busy facility. The employee may have to manage a number of projects at one time and may be interrupted frequently. The employee may find the environment to be busy, noisy and will need excellent organizational and time and stress management skills to complete the required tasks.

Sensory Demands

Sensory demands can include reading and use of the computer, which may cause eyestrain and occasional headaches. The position requires strong visual and auditory abilities to read and interpret travel documents, booking systems, and itineraries, as well as to communicate effectively with employees, vendors, and various other key individuals. Attention to detail, prolonged screen use, and the ability to process verbal and written information accurately are essential.

Mental Demands

The employee will have to manage a number of requests and projects at one time. They must be aware of Tribal Council business in the communities and any and all relevant legislation, policies and procedures. They may have to complete a number of tasks and responsibilities at one time, and must be prepared to deal with emergencies and stressful situations at any time.

CERTIFICATION

Employee Signature

Printed Name

Date

I certify that I have read and understand the responsibilities assigned to this position.

Supervisor's Title

Supervisor's Signature

Date

I certify that this job description is an accurate description of the responsibilities assigned to the position.

Executive Director's Signature

Date

I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.