



JOB POSTING #2022-071

Internal / External Posting

Out of Scope

Posting Date: September 21, 2022

Salary Range: \$66,800– 68,000 per annum

Opportunity: Program Manager, Odéimin (formerly known as the Birth Center)

Hours: 32 hours per week / 0.8 FTE

Deadline Date: October 5, 2022

WHC is committed to the development of a staff team that reflects the diversity of the communities we serve. We strongly encourage persons who reflect the diversity of our clients to apply. We welcome and encourage applications from all women*, racialized and indigenous people, people with disabilities, and members of the LGBTQ community. We invite applicants who can contribute to the mission, vision and values of WHC, and the achievement of its strategic plan through collaboration and teamwork.

Our Vision, Mission & Values:

Women's Health Clinic (WHC) provides accessible, woman-centred services, creates strategic partnerships and advocates for system change.

We work toward the vision of having equitable health and wellness services within and beyond WHC, delivered through a feminist lens.

All our work is guided by our values – choice, inclusion, social justice, innovation and integrity.

POSITION SUMMARY:

The Program Manager, Odéimin has primary day-to-day management of their assigned program(s), including site management, human resources, program management and development, scheduling oversight, financial accountability and quality and innovation. They participate in and/or lead program, departmental and organizational initiatives, committees and/or functions. The Program Manager is responsible for the management of the Client Service Team at Odéimin. They work in close partnership with the Leadership Team of the Midwifery Program. The Program Manager works with Women's Health Clinic (WHC) management to align programs and services with client needs, integrate services within and outside WHC and encourage teamwork and collaboration across all WHC departments.

Our Requirements:

The ideal candidate is a self-motivated, organized and detail-oriented individual. The successful candidate will possess excellent analytical, verbal and written communication skills and be able to work to strict deadlines while contributing to a professional working environment. **Candidates must have:**

- Bachelor's degree in a related discipline (health care, social services, etc.) plus a minimum of 3 years' experience managing healthcare programs in a unionized environment. A combination of education and experience may be considered.
- Experience in community development and engagement.
- Knowledge of community programs and resources.
- Thorough knowledge of midwifery, birthing and maternal health and wellness.
- Demonstrated knowledge of human resources management practices, and budget management.
- Excellent leadership and relationship building skills with an ability to prioritize, negotiate, and work with a variety of internal and external stakeholders.
- Exceptional problem-solving skills with the ability to prioritize a diverse workload and manage multiple projects at one time.
- Experience working with a diverse, interdisciplinary team to create an inclusive and collaborative work environment that integrates principles of intersectional feminism, anti-oppression, anti-racism, decolonization and harm reduction into all interactions with staff, clients and community members.
- Knowledge of barriers that impact BIPOC & 2SLGBTQIA+ communities accessing health care.
- Understanding of the impacts of settler colonialism on the health and wellness of Indigenous people and the steps that need to be taken to address colonialism and anti-Indigenous racism in the non-profit sector.
- Proficient in the use of Microsoft Office suite.
- Satisfactory Criminal Record check and Child Abuse Registry check.

Assets:

- Familiarity with risk management, quality assurance programs and health care accreditation.
- Experience in group facilitation, public speaking and health education.
- Training in LEAN Management.
- A Master's degree in a relevant sector such as health or social services.
- Experience with ACCURO.
- Experience working under the Personal Health Information Act (PHIA)
- Proficiency in both official languages or other language(s)

HOW TO APPLY:

Reference: "JOB POSTING #2022- 071" in ALL correspondence

Email resumes to: whchr@womenshealthclinic.org

For a full position description go to: <http://womenshealthclinic.org/get-involved/jobs/>

We thank all applicants for their interest. Only those candidates who are selected for an interview will be contacted.

**We use an inclusive definition of "women" and welcome Two-Spirit, genderqueer, trans and non-binary people to Women's Health Clinic. For more information on our programs and who we serve, visit www.womenshealthclinic.org/whoweserve.*