



**Clinic Lead, Indigenous Community Health Centre – Primary Care Network Campbell River & District**

Our communities’ Non-Profit host organization Laichwiltach Family Life Society in partnership with the Primary Care Network for Campbell River & District are inviting applications for a Clinic Lead role with our brand new, and revolutionary Indigenous Community Health Centre.

<b>Job Title:</b>	Clinic Lead
<b>Reports to:</b>	Health Director
<b>Status:</b>	Full-time
<b>Hours:</b>	37.5 hours per week (flexible schedule)
<b>Wage:</b>	\$80,000 annually; including a comprehensive health and wellness benefits package
<b>Closing Date:</b>	October 11, 2024
<b>Start Date:</b>	October 28, 2024

**About our Organizations & Partnership**

*Laichwiltach Family Life Society (LFLS):*

LFLS empowers and supports healing and education from an Aboriginal perspective. We provide services like family therapy, child and youth counselling, addictions recovery, and group activities. Our vision is to foster a proud, inclusive, and culturally aware community.

*Campbell River & District Primary Care Network (CRDPCN):*

CRDPCN focuses on integrating health services, improving team-based care, and connecting unattached patients with primary care providers. We are dedicated to creating an inclusive system that improves care quality and reduces racism toward Indigenous clients.

Together, LFLS and CRDPCN have launched the **Indigenous Community Health Centre (IHC)**—an innovative initiative that delivers culturally safe, respectful healthcare to Indigenous communities in the region.

**Your Role**

As the **Clinic Lead (CL)**, you will be responsible for the successful operations and service delivery at the IHC. Reporting to the Health Director, your role involves ensuring Member Nations’ clients have access to efficient, high-quality healthcare. You’ll guide the clinic’s development, support the implementation of the Health Management Plan, and maintain cultural safety and respect for Indigenous values in all activities.

**Your Key Responsibilities**

- Lead clinical initiatives, from planning and transition through to operational sustainment, ensuring alignment with the Centre’s mission and objectives.
- Build strong collaborative relationships with Primary Care Providers, team members, and community stakeholders.
- Apply knowledge of clinical practice standards and quality improvement methods to maintain high standards of care.
- Chair meetings, facilitate working groups, and communicate with all stakeholders to keep them informed and engaged.
- Prepare and maintain documentation, including work schedules, budgets, governance materials, status reports, and risk management plans.



- Provide regular updates to senior management on clinical initiatives, both in written and verbal formats.
- Identify clinical risks and contribute to risk mitigation strategies.
- Implement change management activities and collaborate with Practice Support Change Management Consultants as needed.
- Supervise, train, and support clinic staff, ensuring adherence to cultural safety principles and clinic policies.

### ***Your Skills***

- In-depth knowledge of clinical healthcare practice, program planning, and evaluation.
- Strong leadership with a proven ability to manage change and service delivery in a proactive manner.
- Excellent organizational and time-management skills, with the ability to plan and prioritize effectively to meet deadlines.
- Outstanding communication and interpersonal skills, with the ability to engage and inform stakeholders at all levels.
- Commitment to person-centered care, teamwork, and continuous quality improvement.
- Strong facilitation and negotiation skills, with the ability to remain neutral and objective in challenging situations.
- Experience with project management tools, including tracking and reporting progress.
- Proficiency in Microsoft Office Suite (Excel, PowerPoint, etc.) and comfort with internet and email systems.

### ***Your Achievements***

- Bachelor's degree or equivalent experience in a related healthcare field.
- Minimum of 3 years of experience in the health sector, including at least 1 year of leadership experience.
- Experience in primary care services and working in or with Indigenous communities is preferred.
- Strong operational planning skills and experience in the non-profit sector is an asset.
- Intermediate proficiency in Excel, Microsoft Office, and other business software.

### ***Hiring requirements***

- Ability to travel as required.
- Valid BC Driver's License, valid car insurance, and access to a reliable vehicle.
- Flexibility to work evenings and weekends as needed.
- Provide a clear Criminal Records Check.
- Submit official copies of academic records and a current ICBC Driver's Abstract.
- Provide three professional references from direct supervisors familiar with your work.

### ***How to apply***

- Submit your cover letter and resume noting 'Clinic Lead – ICHC' in the subject line to:  
**[executivedirector@fls.ca](mailto:executivedirector@fls.ca)**