

PLANNING, PROGRAMMING & RESEARCH OFFICER (1565)

PERMANENT FULL-TIME

DEPARTMENT:	Midwifery Services (500550)
WORK LOCATION:	Regional
UNION:	CSN
STATUS:	1-Permanent Full-Time
HOURLY SALARY:	Min. (1) \$27.08 – Max. (18) \$47.98

SUMMARY OF THE POSITION

Person who is responsible for one or more programs with a view to providing professional assistance for the development of services. She/he conducts research activities that are necessary for identifying and assessing needs and resources. She/he designs and proposes development plans and programs in order to ensure adequate service planning. She/he provides advice concerning the implementation or improvement of programs and/or services. She/he may participate in various teaching or training activities.

SPECIFIC FUNCTIONS

Under the supervision of the Director, Program Development and Support, and in collaboration with the Head of Midwifery services, the Coordinator of Birthing home, as well as the Planning Programming and Research Officer for Midwifery Education Program, the incumbent:

- Ensures different levels of planning for Midwifery services:
 - Elaborates midwifery service framework to support its strategic development;
 - Develops action plans for midwifery services implementation and expansion;
- Conducts needs assessment, services evaluation, and carry out situation analyses, including state of situations reports;
- Contributes to the development of policies and procedures for midwifery services;
- Contributes to organize, coordinate, animate and report on meetings and/or working groups such as, but not limited to:
 - the MoreOB group
 - the Perinatal Care Coordinating Working Group
- Contributes to the development and implementation of data system for midwifery services, as well as overseeing the data mining and care information use to support service offer, and decision making;
- Collaborates to the onboarding of new employees of the unit,
- Assume all other tasks requested by the immediate supervisor

REQUIREMENTS

Education:

- Bachelor degree in health, social science, administration, or another appropriate discipline.
- Master's degree is an asset.

Experience:

- Three (3) years of relevant experience in services planning or program evaluation

In the absence of applicants with the above described requirements, Applicants with a relevant combination of education and experience may also be considered

Knowledge and Abilities:

- Proven experience in health and social services planning;
- Abilities to contribute to program development and service implementation;
- Good knowledge of interdisciplinary team functioning;



- Ability to grasp the context and the health and social issues related to First Nation communities;
- Great ability to apply Eeyou/Eenou (Cree) values, culture, and teachings into programs and service planning;
- Good knowledge of the MSSS and Quebec Public Health programs, laws, regulations, orientations and trends, especially for community health promotion and prevention;
- Excellent critical thinking and organizational skills;
- Result-oriented, autonomous and flexible;
- Ability to multi-task and to deal with pressure and deadlines;
- Team player skills and proven ability to maintain excellent professional relationships with colleagues and partners;
- Excellent communication skills for written and oral presentations;
- Good abilities in computer MS Office applications (Word, Excel, Power Point, etc.);
- Familiarity with clinical information systems and statistical computer applications is an asset.

LANGUAGE

- Fluent in English;
- Fluency in Cree or French is an asset.

OTHER

- Willing to travel to the communities.

POSTING START/END DATE:	2022-11-17 / 2022-12-17
POSITIONS AVAILABLE:	1
HOUSING PROVIDED:	Yes
SHIFT TYPE:	Day
HOURS PER DAY/WEEK:	7 / 35

HOW TO APPLY

To apply, please forward your resume to:

Cree Board of Health & Social Services of James Bay

Tel 514-861-5955 **Fax** 514-989-7495

Email jobs.reg18@ssss.gouv.qc.ca

With your application, please make sure to specify the Posting # and the Job title on which you wish to apply.

WE THANK ALL CANDIDATES WHO APPLY, HOWEVER ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED.

NOTES

In accordance with various Sections of the James Bay and Northern Quebec Agreement (JBNQA), the organization has the objective of staffing all of its positions with qualified and competent beneficiaries of the JBNQA.