



ORGANIZATION: Le7 te Melámen Society

LOCATION: Kamloops, BC

POSITION: Primary Care Network (PCN) Generalist

EMPLOYMENT TYPE: 12-month Fixed-term Contract

THE ORGANIZATION:

Our mission is to establish a dynamic non-profit organization that enriches the quality of life in Secwépemcúlecw. Le7 te Melámen Health Society (LtMHS) is passionately committed to enhancing the well-being of the Secwépemc Nation and its 16 communities through a culturally focused approach, ensuring the safety and well-being of Indigenous families.

THE OPPORTUNITY:

Le7 te Melámen Health Society is seeking a Primary Care Network (PCN) Generalist to join for a 1-year contract to support the development and implementation of primary care services. In this role, the PCN Generalist will participate in preliminary discussions on the establishment of Collaborative Services Committees (CSC) and the preparation of Expressions of Interest (EOI) submissions to the Minister of Health. They will be responsible for coordinating community-based PCN planning and implementation, ensuring projects remain on schedule. Additionally, the PCN Generalist will work closely with Secwépemc stakeholders to enhance both the capacity and accessibility of primary health care services.

AS THE PRIMARY CARE NETWORK GENERALIST, YOU WILL:

- Participate in preliminary discussions on the development of Collaborative Services Committees (CSC) and their related Expressions of Interest (EOI) to the Minister of Health.
- Support and coordinate the planning of community-based Primary Care Network (PCN) services.
- Support and coordinate the planning and implementation of community-based Primary Care Network (PCN) services, ensuring projects progress on schedule.
- Collaborate with Secwépemc stakeholders to enhance capacity and access to primary health care services.
- Contribute to the creation of a PCN Summary for the Nation.
- Facilitate communication and coordination between community partners and external agencies, such as the First Nations Health Authority (FNHA), Interior Health, the Division of Family Practice (DoFP), and the Ministry of Health (MOH).
- Ensure that PCN planning and implementation reflect Secwépemc culture and traditions, incorporating input from Traditional Elders, Healers, and Knowledge Keepers.
- Track project progress, document key developments, and summarize challenges, outcomes, and next steps in a PCN Summary for the Nation.

QUALIFICATIONS:

- Minimum three years of post-secondary education in a relevant field such as Indigenous Studies, Human Services, Social Work, Nursing, or Anthropology.
- Project management experience, with a combination of education, training, and hands-on experience.
- Strong communication, organizational, and decision-making skills, with a keen attention to detail.
- Knowledge of First Nations health and wellness system needs and experience working with Indigenous communities.
- Ability to work collaboratively with FNHA, Interior Health, DoFP, MOH, and other agencies.
- Proficiency in Microsoft Office Suite and the ability to prepare reports, documentation, and project updates.
- Strong analytical skills and understanding of research practices.

STANDARDS OF SERVICE:

- Maintain confidentiality of professionally acquired information.
- Provide service in a non-judgmental and culturally sensitive manner.
- Be accessible, accountable, cordial, and responsive in all manner of communications for the LtMHS.
- Present professionally in the workplace and when conducting business for the LtMHS, always representing the LtMHS with professionalism and integrity.

PRE-EMPLOYMENT REQUIREMENTS:

- A valid driver's license, reliable vehicle, and clean driver's abstract.
- Successful completion of a criminal record check.

TOTAL REWARDS:

- Hourly Wage of \$34 - \$37, based on skill set and experience.

APPLYING:

In accordance with the LtMHS Human Resource Policy Handbook, the priority will be to hire qualified persons of Secwepemc ancestry. Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Indigenous ancestry.

If you are interested in an occupation like this with a great organization, please submit your cover letter, resume, and references, by email to pa@ltmhs.org (referencing **LtMHS PCNG** in the email subject line), the posting will remain open until the position is filled. The LtMHS thanks all applicants for their interest, however only those selected for an interview will be contacted.