

Job Description

Mental Health Policy Analyst

Health Transformation Department (Health Policy Unit)

SUMMARY:

The role of the Mental Health Policy Analyst is to review and analyze government initiatives and legislation to advise the Nishnawbe Aski Nation Executive with the Health Transformation portfolio, Health Transformation Senior Management, Health Policy Unit Manager and the Nishnawbe Aski Nation (NAN) Chiefs on possible impacts relating to health transformation and related health issues within NAN. The Mental Health Policy Analyst will analyze, document, and coordinate recommendations/options/process to promote and implement existing and future mental health initiatives for the people of NAN through various health and mental health service delivery bodies including the alignment of programs and service and addressing the immediate issues. As well as strengthen the understanding of traditional, spiritual values and build First Nations support for the goals of the health transformation process.

DUTIES AND RESPONSIBILITIES:

- Research, review, monitor and analyze current provincial and federal programs, services and initiatives that affect the mental health, mental health services and self-determination in health for members of Nishnawbe Aski Nation (NAN) as part of the NAN Health Transformation Team for the purposes of developing a comprehensive review of mental health and addictions services offered to NAN members.
- Collaborate with the Health Transformation Team to create recommendations and options to advise the NAN Executive, NAN Health Advisory Group, Health Transformation Advisory Council and Chiefs Council on Health Transformation.
- Work with other NAN departments on mental health and addictions issues, using both a life course and social determinants of health approach for interdepartmental collaboration.
- Work directly with the The Payakatisowin Pimiwicheitowin Mamow Ashitamakwonan (Mamow) group; NAN Women's Council, Oshkaatisak Council (All Young People's Council) and Elder's Council to gather and integrate well-rounded input and advice.
- Incorporate the language principles from the NAN Language Strategy, Matokan Model.
- Participate in, promote, facilitate and coordinate mechanisms for planning and managing mental health services for NAN members at the First Nations, Tribal Councils and Health Authorities levels.
- Act as a resource person by responding to internal and community requests for information, as appropriate within the scope of their assigned projects.
- Draft correspondence, proposals, briefing notes and internal documents for senior management, Chiefs and NAN Executive as required.
- Monitor assigned financial and monthly reports and assist the Health Policy Manager in accordance with NAN policies and procedures.
- Perform other related duties as assigned and required.

ACCOUNTABILITY:

The Mental Health Policy Analyst is under the supervision of the Policy Unit Manager with overall accountability for performance to the Chief Administrative Officer.

COMPETENCIES AND QUALIFICATIONS:

- Bachelor degree in public health, social sciences, community development or an equivalent combination of education and related experience.
- A minimum of 3 years' practical experience or a combination of education and relevant experience dealing with health policy issues.
- Demonstrates extensive knowledge of broad spectrum of on-going health issues and health care support systems with a solid understanding of the trends, directions and models of delivery and governance that affect health care in the NAN territory.
- Understand and facilitate health program design and delivery and the interrelationship with health policy and legislation.
- Leadership abilities, communications and interpersonal skills necessary to interact effectively internally and externally to develop and maintain effective working relationships.
- Program management experience.
- High level written, analytical research and presentation skills.
- Excellent oral and written communication and time management skills.
- Organization, contract management, analytical and negotiation skills.
- Ability to execute and be a self-starter and follow through on projects.
- Strong computer skills with expertise in Microsoft Word, Excel and Power Point.
- Fluency in a NAN dialect (Cree, Ojibway or Oji-Cree) an asset.
- Must have working knowledge of federal and provincial health legislation and interrelationships with the Indian Act and Treaties #9 and #5.
- Willing and able to travel as required

LOCATION: Thunder Bay, Ontario
PORTFOLIO: Health Transformation
LAST REVIEW: March 2021