

Job Description

Mental Health Policy Analyst

Health Transformation Department

SUMMARY:

In October 2021, the Nishnawbe Aski Nation (NAN) Chiefs in Assembly passed *Resolution 21-11*, declaring a Mental Health and Addictions Crisis in NAN territory. The role of Mental Health Policy Analyst is to work interdepartmentally to collaboratively develop a NAN wide framework to address mental health and addictions in NAN territory. The successful candidate will synthesize the existing work products (reports, gathering summaries, etc.) and initiatives internally at NAN. Additionally, the Mental Health Policy Analyst will address the alignment of external programs and services available to NAN First Nations to develop a holistic NAN Mental Health and Addictions Strategy. The Mental Health Policy Analyst will also support the NAN Health Transformation team in the development of goals and objectives as directed.

DUTIES AND RESPONSIBILITIES:

- Work with other NAN departments to develop a NAN Mental Health and Addictions Strategy using both a life course and social determinants of health approach for interdepartmental collaboration.
- Work to identify the subject matter experts that are required to develop and implement the NAN Mental Health and Addictions Strategy.
- Research, review, monitor and analyze current provincial and federal policies, legislation, programs, services and initiatives that affect the mental health, mental health services and self-determination in health for members of NAN as part of the Health Transformation Team.
- Work in collaboration with NAN Communications to develop internal and external materials to support advocacy and awareness of mental health and addictions.
- Collaborate with the Health Transformation Team to create recommendations, correspondence, proposals, briefing notes, memos, letters, and options to advise and seek recommendations from the NAN Executive, NAN Health Advisory Group, Health Transformation Advisory Council and Chiefs Council on Health Transformation.
- Participate in, promote, facilitate, and coordinate mechanisms for advocacy at NAN First Nations, Tribal Councils and Health Authorities levels.
- Plan, facilitate and attend any meetings, working groups or gatherings that are related to Mental Health & Addictions and the development of a NAN Mental Health & Addictions Strategy.
- Perform other related duties as assigned and required.

ACCOUNTABILITY:

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

COMPETENCIES AND QUALIFICATIONS:

- Bachelor degree in public health, psychology, 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 mental health policy issues.
- Demonstrates extensive knowledge of broad spectrum of on-going mental health and addictions 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.
- 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 or Timmins Ontario
PORTFOLIO: Health Transformation
LAST REVIEW: October 2022