

**1. IDENTIFICATION**

<b>Position No.</b> 10-10382	<b>Job Title</b> Territorial Maternal Newborn Health Services Coordinator	<b>Supervisor's Position</b> ADM Programs and Standards
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<b>Department</b> Health and Social Services	<b>Division/Region</b> Territorial	<b>Community</b> Iqaluit	<b>Location</b> Iqaluit
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**2. PURPOSE**

<p><b>Main reason why the position exists, within what context and what the overall end result is.</b></p> <p>This position is established to provide departmental leadership in the ongoing expansion of Maternal and Newborn Health Services (MNHS) in the Territory. This position is responsible for increasing the quality and accessibility of family-centered, preventative and collaborative maternal/newborn health services, including the integration of midwifery, within the Nunavut health care system. This will be accomplished through the implementation of Nunavut Maternal Newborn Health Care Strategy, which is based on a community development and capacity building approach. This position is responsible for planning, developing, supporting, monitoring and evaluating policies and operating procedures for maternal and newborn health services, to ensure continuous quality improvement in program delivery and compliance with legislation and standards. This position should improve maternal and newborn health care service capacity in the territory, address key health determinants and contribute to creating excellent maternal and newborn health care which incorporates traditional Inuit values and knowledge.</p>
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**3. SCOPE**

<p><b>Describe in what way the position contribute to and impacts on the organization</b></p> <p>This position is located in Iqaluit with extended time spent in select communities and reports to the ADM Programs and Standards. The incumbent is a member of and manages the Maternal and Newborn Health Services Steering Committee to facilitate the implementation of the Maternal and Newborn Health Care Strategy. This position plays a key role in the implementation by participating in working groups and committees as the subject matter expert for midwifery services and assisting selected communities with the initiation of midwifery services. The Maternal Newborn Health Services Coordinator (MNHSC) works closely with a range of providers involved in maternal and newborn care; registered midwives, nurses including public health nurses and nurse practitioners, outreach coordinators, perinatal educators and resource providers, maternity care workers, community health representatives, prenatal nutrition program coordinators, elders, family doctors and obstetricians, fostering a collaborative practice model.</p> <p>The position is accountable for leadership in developing and maintaining program standards, policies and guidelines to ensure high quality maternal and newborn health care programs that safeguard the public as care recipients, employers (DHSS) and government policy makers.</p> <p>This position manages several projects and activities simultaneously and directs tasks to other staff or project team members and works collaboratively with individuals at all levels in a variety of organizations to ensure effective and efficient functioning of the team.</p>
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#### 4. RESONSIBILITIES

**Describe major responsibilities and target accomplishments expected of the position. For a management position, indicate the subordinate position(s) through which objectives are accomplished.**

**The MNHSC in collaboration with the MNHS Steering Committee will coordinate the expansion on maternal newborn health services in the Territory by:**

- Providing expert program advice and guidance to the DHSS to implement midwifery services, to interpret standards, policies and guidelines, to establish appropriate support services, to promote a co-ordinated continuum of programs and services, to balance treatment with promotion and prevention programs.
- Ensuring that programs are accessible, include community participation, intersectoral collaboration, use of appropriate technology and health promotion. Providing input into departmental planning and technology standards and systems to ensure data collection, telehealth, medical equipment and other technology supports primary health care principles for maternal newborn health and is appropriate for the competencies of the end user.
- Facilitating cooperation and collaboration between the various units, departments, boards and agencies, as required, to minimize duplication of services, promote sharing of resources and learning from special projects and to promote supportive networks.
- Supporting the planning, implementation and evaluation of special projects in maternal newborn health, including measurable outcomes of the Maternal and Newborn Health Care Strategy.
- Keeping current on maternal newborn health directions and trends, best practice standards, activities, issues and projects on a national, provincial and territorial level and sharing this information with stakeholders.

**The MNHSC in collaboration with Regional MNHS Managers will coordinate the development and maintenance of Nunavut-specific practice requirements for MNHS by:**

- Researching, developing and recommending new or improved standards, policies and guidelines for maternal newborn programs and services designed to improve and safeguard the health of Nunavummiut.
- Researching programs and practices in other jurisdictions to determine culturally appropriate approaches for implementation in Nunavut.
- Assisting in defining maternal newborn health services competencies required by midwives, nurse practitioners, public health nurses and primary health care nurses in advanced practice setting in Nunavut to ensure a competent workforce, to support risk management of the health and social services authorities and to safeguard the public.
- Participating in national and territorial working groups, advisory or steering committees to ensure consistency, where required, and applicability of maternal and newborn health programs to Nunavut.

**The MNHSC in collaboration with Regional MNHS Managers monitors, reviews and evaluates programs delivered by frontline maternal newborn health care providers to ensure compliance with legislation, standards and policies and approved guidelines by:**

- Collaborating with departmental information analysts and agencies to identify mechanisms to monitor program outcomes and predict requirements for future programs
- Collecting and reviewing statistics relating to maternal newborn health programs

delivered by midwives and nurses in Nunavut to assess strengths and weaknesses of program delivery

- Collaborating with stakeholders to plan strategies to improve compliance with policies and standards for maternal newborn health care programs throughout Nunavut.

**The MNHSC in collaboration with Nunavut Arctic College (NAC) Midwifery Education Program Coordinator and Regional Managers will provide leadership to improve opportunities for academic preparation and continuing education for Maternity Care Workers and Midwives in Nunavut by:**

- Assisting in the planning, development and the evaluation of the program delivery, selection and preparation of practice sites for students, recruitment of preceptors and mentors as needed; and participation on any collaborative initiatives concerning maternal newborn health care.
- Assisting the HR department and Nunavut Arctic College in the recruitment and retention of midwives and instructors to ensure program expansion and delivery.
- Developing and delivering specialized or opportunistic training to meet specific requirements, strengthen program quality, consistency and flexibility.

## **5. KNOWLEDGE, SKILLS AND ABILITIES**

**Describe the level of knowledge, experience and abilities that are required for satisfactory job performance.**

The incumbent will have:

Registration (active/inactive) with Nunavut Midwifery Registration Committee and/or a Canadian College of Midwives or recognized regulatory midwifery body.

A minimum of five years of practicing midwifery after full registration

One to two years practical northern experience in the MNHS field

Sensitivity to the cultural, social and political conditions and the health and social services environment in Nunavut.

General knowledge of legislation, regulations, standards policies and guidelines concerning maternal newborn health services and midwifery in a Canadian context

Experience with implementing comprehensive midwifery services

Working experience in multi-disciplinary teams

Facilitation and problem solving skills

Exposure to policy analysis/development

Ability to communicate and teach effectively with multi-disciplinary teams, community groups and the public.

Proficiency in computer application, including the ability to use word processing software.

**6. WORKING CONDITIONS**

List the unavoidable, externally imposed conditions under which the work must be performed and which create hardship for the incumbent. Express frequency, duration and intensity of each occurrence in measurable time (e.g. every day, two or three times a week, 5 hours a day).

**Physical Demands**

Indicate the nature of physical demands and the frequency and duration of occurrences leading to physical fatigue or physical stress.

Travelling across Nunavut, spending extended time in select communities. Long hours on planes and at meetings. Irregular work hours and time away may interrupt social and family life. Sleep deprivation

**Environmental Conditions**

Indicate the nature of adverse environmental conditions to which the jobholder is exposed, and the frequency and duration of exposures. Include conditions that increase the risk of accident, ill health, or physical discomfort.

Weather conditions can often be adverse and cause interruption in travelling plans.

**Mental Demands**

Indicate conditions within the job that may lead to mental or emotional fatigue that would increase the risk of such things as tension or anxiety.

The work environment is challenging and often changing, requiring re-evaluation and shifting of priorities. The incumbent is expected to spend long periods using a computer  
 There is inevitable stress associated with the integration of a new profession into the primary community care team, requiring the incumbent to utilize advanced interpersonal skills, conflict resolution approaches and team building strategies.

**7. CERTIFICATION**

_____ Employee Signature	_____ Supervisor Title
_____ Printed Name	_____ Supervisor Signature
_____ Date :	_____ Date

I certify that I have read and understand the responsibilities assigned to this position.	I certify that this job description is an accurate description of the responsibilities assigned to the position.
Deputy Head Signature	
Date	
I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.	

**8. ORGANIZATION CHART**

Please attach Organizational Chart indicating incumbent’s position, peer positions, subordinate positions (if any) and supervisor position.

**“The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position”.**