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Building *Nunavut* Together  
*Nunavut* liuqatigiingniq  
Bâtir le *Nunavut* ensemble

## GOVERNMENT OF NUNAVUT EMPLOYMENT OPPORTUNITY

**Title:** Community Oral Health Coordinator

**Department:** Health

**Community:** Cambridge Bay

**Reference Number:** 10-505575

**Type of Employment:** Term until March 31, 2021.

**Salary:** \$65,832.00 per annum, 37.5 hour/week

**Northern Allowance:** \$19,716.00 per annum

**Union Status:** Nunavut Employees Union

**Housing:** Subsidized Staff Housing is not Available

**Closing date:** September 27, 2019 @ 12:00AM MST

This is a Highly Sensitive Position and a satisfactory Criminal Record Check, along with a clear Vulnerable Sector Check is required.

As per HRM Directive 518, this employment opportunity is restricted to Nunavut Inuit in Cambridge Bay location only.

Under the direction of Regional Community Oral Health Coordinator and Supervisor Health Programs (SHPs), the Community Oral Health Coordinator (COHC) is responsible for oral health promotion, dental education and providing primary preventative care for children 0 – 12 years of age. The position will engage with partners, such as schools, daycares, and community programs to ensure access to children of this age group. The COHC will further coordinate activities needed in order for oral health professionals (such as dentists, dental therapists and dental hygienists) to complete their work.

The COHC will promote the oral health programming for children between the ages 0 – 12 years; ensure the oral health cohort are identified for oral health promotion and prevention work; act as the main link between dental professionals and the community; deliver oral health education; provide health prevention care; responsible for office organization; carrying out community oral health initiatives as directed by oral health professionals and para-professionals; travelling to other communities to assist dental teams as assigned; following infection control practices; and ensuring children referred to general anesthetic are followed to confirm that treatment has been provided.

An in-depth knowledge of methods and techniques of child and adult learning; infection control practices; effective verbal and written communication skills; computer skills including knowledge of word processing, spreadsheets and databases; and strong leadership skills are required for this position.

The above knowledge, skills and abilities are typically acquired through a High School Diploma; One (1) year experience in providing dental services, office administration or a related field.

The Official Languages of Nunavut are Inuktitut (Inuinnaqtun), English and French.

Fluency in more than one of Nunavut's official language is an asset.

Equivalencies that consist of an acceptable combination of education, experience, knowledge, skills and abilities may be considered.

Knowledge of Inuit language, communities, culture, land and Inuit Qaujimajatuqangit is an asset.

**Term until March 31, 2021.** Current Indeterminate Government of Nunavut employees that apply and are successful on this term position may be offered an internal transfer assignment for the duration of the term.

An eligibility list may be created to staff future vacancies in various communities.

**If you are interested in applying for this job, please email your cover letter and resume to [hrkitikmeot@gov.nu.ca](mailto:hrkitikmeot@gov.nu.ca). Please include the REFERENCE # in the subject line of your email.**

- The Government of Nunavut is committed to creating a more representative workforce so it can better understand and serve the needs of Nunavummiut. Priority will be given to Nunavut Inuit. Candidates must clearly identify their eligibility in order to receive priority consideration under the Nunavut Priority Hiring Policy.
- Employment in some positions requires an acceptable criminal record check. Possession of a criminal record will not necessarily disqualify candidates from further consideration.
- Applicants may submit their resume in the Official Language of their choice.
- Eligibility list may be created to fill future vacancies.
- Job descriptions may be obtained by fax, email or on the website.
- Only those candidates selected for an interview will be contacted.

**CONTACT:** Department of Human Resources, Government of Nunavut  
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