Building Nunavut Together
Nunavuliuqatigiingniq
Bâtir le Nunavut ensemble

GOVERNMENT OF NUNAVUT
EMPLOYMENT OPPORTUNITY

Title: Regional Community Oral Health Coordinator - Kivalliq
Department: Health
Community: Rankin Inlet
Reference Number: 10-505630
Type of Employment: Term to March 2021

Salary: $81,861.00 per annum, 37.5 hour/week

Northern Allowance: $18,517.00 per annum
Union Status: Excluded
Housing: Subsidized Staff Housing is not Available
Closing date: September 20, 2019 @ 12:00AM CST

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 Government of Nunavut employees only.

Under the direction of the Manager – Oral Health Programs and working with Dental therapists, Territorial Dental Officer, Supervisor Health Programs and others, the Regional Community Oral Health will supervise and provide leadership to the Community Oral Health Coordinators who are responsible for providing community-wide oral health promotion, education and preventive oral care services especially for children 12 years and under or up to Grade 7.The position provides support to COHCs as they deliver oral health education and prevention activities with the goal of impacting on the poor oral health status of Nunavummiut children.

The incumbent will ensure that quality regional oral health services are provided by providing leadership and guidance in the development of program resources and input in program evaluation. Ensuring the required program documentation and reporting is completed, the COHCs promote oral health through other modalities and the COHCs have the required resources to complete their role. Assist other RCOHCs with receiving, shipping, stocking and packaging of inventory for their respective communities as needed. Travelling to communities scheduled for screening and participating in oral health meetings at regional and territorial levels.

A contextual knowledge of methods and techniques of preventive dental services and adult learning, principles and practices of HR and financial administration, applicable legislation, policies and procedures are required for this position. Computer skills including knowledge of word processing, spreadsheets and data bases, strong interpersonal skills, leadership skills, effective verbal and written communication skills, strong organizational skills, tact and diplomacy as well as the ability to motivate and influence COHCs to execute their work, provide effective training to staff and be flexible with schedule and travel.

The knowledge, skills, and abilities required for this job are typically acquired through a recognized Diploma in office administration, dental services or a related field, two years' experience in office administration, dental services or a related field including 1 year of supervisory experience, an acceptable combination of education and experience may be considered and registration as a Dental Therapist or Dental Hygienist would be an asset.

The Official Languages of Nunavut are Inuktitut, 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.

An eligibility list may be created to fill future vacancies.

Current indeterminate Government of Nunavut employees, who apply and are successful on this term position competition, may be offered a competitive transfer assignment for the duration of the term.

If you are interested in applying for this job, please email your cover letter and resume to KivalliqHR@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.
- 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
P.O. Box 460, Rankin Inlet, Nunavut X0C 0G0
www.gov.nu.ca

Phone: (867) 645-8065
Toll Free: 1-800-933-3072
Fax: (867) 645-8097
Email: KivalliqHR@gov.nu.ca