



## **IDENTIFICATION**

<b>Department</b>	<b>Position Title</b>	
Health and Social Services	Senior Nursing Consultant, Primary Care	
<b>Position Number</b>	<b>Community</b>	<b>Division/Region</b>
49-17568	Yellowknife	Territorial Health Services / HQ

## **PURPOSE OF THE POSITION**

The Senior Nursing Consultant, Primary Care, is responsible for planning, establishing, implementing, monitoring and evaluating the delivery of Primary Health Services in the Northwest Territories (NWT). This position will advise and make recommendations to the Deputy Minister and the Minister of Health and Social Services on matters related to the design, delivery and utilization of primary healthcare services. This will directly impact the health and social services system and the delivery and access of primary healthcare services to residents of the NWT.

## **SCOPE**

Located in Yellowknife, the Senior Nursing Consultant, Primary Care, reports to the Manager, Primary Community and Acute Care Services, and will conduct research and analyses, as well as provide recommendations on issues related to the delivery of primary health services in the NWT. Through the use of sound planning, monitoring and evaluation techniques the incumbent ensures that primary health services are designed and delivered effectively, efficiently and meet the needs of NWT residents.

Working closely with the Authorities, the Senior Nursing Consultant is accountable for the planning, monitoring, implementation and/or refinement of primary healthcare services and for the promotion of primary health services that are consistent with the established policies, standards and guidelines and with the Strategic Framework for the Northwest Territories Health and Social Services (HSS) system.

To ensure that primary health services remain responsive to changing health practice and the health needs of NWT residents the Senior Nursing Consultant develops short and long-term plans and implements standards and monitoring criteria regarding the



administration of primary health programs in the Authorities. The application of standards and monitoring mechanisms are critical to ensure that the programs are operating according to national and jurisdictional standards and best practices. The compliance mechanisms are supported through legislation, accreditation processes, audits, guidelines and surveys.

The incumbent works individually and concurrently on multiple projects of varying complexity that involve several or all health and social services authorities and will be required to lead teams and consult with stakeholders. Through the use of project teams, the Senior Nursing Consultant, Primary Care, identifies priorities, develops short and long-term plans for identified projects, and coordinates and/or reviews project work assigned to the members. This position is guided by strategic and operational objectives of the Division and the Department and has broad latitude in the management and conduct of the projects undertaken.

The Senior Nursing Consultant has regular and intrinsic contact with departmental and regional health and social services authority employees who manage primary health operations for their respective areas. This participation is critical to affect change and improvements to the management of service delivery and productive information sharing. Positive management and credibility of the NWT healthcare system is directly related to effective primary health planning and monitoring.

This position also leads the development of performance measurements to ensure that Department, Authority and contracted services are focused on results that meet the health and well-being needs of residents in the NWT.

The Senior Nursing Consultant, Primary Care role is guided by legislation and regulations, (Government of the Northwest Territories (GNWT) statutes: *Nursing Profession Act*, , *Licensed Practical Nurses Act*, *Public Health Act*, *Pharmacy Act*, *Mental Health Act*, *Guardianship and Trusteeship Act*, *Social Assistance Act*, *Child & Family Services Act*, *Hospital Insurance and Health and Social Services Administration Act*, *Health Information Act*, *Coroners Act*, *Access to Information and Protection of Privacy Act*, *Workers Compensation Act*, *Transportation of Dangerous Goods Act*, *Vital Statistics Act*, *Financial Administration Act*; federal statutes: *Canada Health Act*, and the *Narcotic Control Act*).

The HSS system oversees the provision of a comprehensive range of services to a population of about 45,000 people, including approximately 20,000 Indigenous people, across an extensive geographic area of 1.2 million square kilometers, with the supports of over 2,000 staff working in the Department of Health and Social Services (DHSS), Northwest Territories Health and Social Services Authority (NTHSSA), Tẖcẖ Community Services Agency (TCSA), and Hay River Health and Social Services Authority (HRHSSA). The NWT HSS system has the second highest



per capita expenditures in Canada, a complex legislative landscape, and multiple Federal funding arrangements to navigate. Efforts to support improved population wellness across multiple systems are faced with growing pressures, including rising costs and budgetary constraints, stretched human resources, and rising population needs and expectations. Addressing these barriers requires new and innovative ways of working, grounded in Indigenous health priorities and a focus on supporting Indigenous self-determination in health.

One significant challenge faced by governments is that mainstream organizations, like health and social services, cannot be separated from the legacy of colonialism and anti-Indigenous racism in Canada. In health and social services settings, present day anti-Indigenous racism and systemic racism impact access to services, quality of care, and health outcomes for Indigenous peoples. Systemic racism also results in a system that inherently privileges the ideas, needs and norms of the dominant white settler population, including the privileging of western knowledge over Indigenous approaches and ways of knowing.

The HSS system is committed to addressing and eliminating anti-Indigenous racism and promoting cultural safety and anti-racism. DHSS staff are expected to always honor and promote a culturally safe and anti-racist environment and to interact with clients, families, community members, partners and colleagues in a relationship-based approach. This involves being tactful, respectful, self-aware, and humble to develop and maintain ongoing and trusting relationships.

The incumbent may be required to travel in the Senior Nursing Consultant role.

## **RESPONSIBILITIES**

**1. Provide advice on program requirements regarding primary health services, and in particular the role of nursing in this service delivery model and is responsible for developing and fostering a positive working relationship with the Health and Social Services Authorities, the Department, NGOs, and other stakeholders in order to assess and deliver the type and level of support required to ensure the delivery of effective primary health programs and nursing services.**

- Provide expertise on the design and delivery of primary health services for the consideration of the Deputy Minister and the Minister of Health and Social Services.
- Provide program advice and guidance to nurse executives of HSS authorities to interpret standards, policies and guidelines, to support resolution of problems, to promote a coordinated continuum of programs and services, to balance treatment with promotion and prevention programs and to support the planning, implementation and evaluation of special projects in primary health care.
- Research, review, and recommend new or improved legislation, regulations, standards, policies and guidelines for new or improved programs and services.
- Develop a positive working relationship with Health and Social Service Authorities



and Primary Health Service Providers to assess and provide the level of support required by Authority primary health programs.

- Lead and facilitate regional primary health staff to meet program requirements and identify strategic direction for primary health services in line with Departmental direction.
- Make recommendations on the primary health resources, both human and fiscal, that will effectively and efficiently meet the short-term and long-term needs of territorial residents.
- Assist in developing a generic competency assessment tool to help health and social services boards to assess educational needs of nurses hired to work as primary health care nurses in the NWT.
- Assist in the development and ongoing evaluation of educational resources, and educational programs to prepare nurses to be competent primary health care providers in the ever-changing NWT health and social services environment.
- Negotiate and administer contracts with educational institutions for the provision of competency based advanced nursing education programs to ensure boards have access to programs that will meet the learning needs of frontline nursing staff.
- Administer contracts and contribution agreements with HSS authorities to enable special projects in primary health care.
- Conduct research and analyses on developments and best practices in primary health as they affect departmental policy regarding the delivery of primary health services.
- Provide input into departmental planning of technology standards and systems to ensure data collection, telehealth, medical equipment and other technology supports primary health care principles and is appropriate for the competencies of the end user.

**2. Conduct planning, monitoring, implementation and/or refinement of territorial-wide primary health care services and standards to ensure the services meet national quality standards and are delivered in the most effective and efficient manner.**

- Develop, implement and maintain a primary health program monitoring and evaluation tool that considers NWT legislation, GNWT standards and policies, risk management and quality assurance standards.
- Develop monitoring and reporting systems for use by the authorities and assist authorities in compliance with reporting.
- Assess staffing and operational resources to ensure quality care using evaluation tools and benchmarks developed and/or agreed on by the Department.
- Regularly assess and report on the performance and services provided by primary health programs.
- Develop an annual "report card" on the provision of primary healthcare services in the NWT.
- Continually assess the evaluation tool(s) and adjust according to changing standards, practices and system requirements.



- 3. Ensure that departmental strategies are met through effective placement, coordination and rationalization of primary health services in the NWT.**
  - Actively participate in the development and delivery of primary health services that support the Strategic Framework for the NWT Health and Social Services system, the continuum of care, human resource plans and NWT funding models.
  - Provide leadership and coordinate the resources required to assist authorities and the GNWT to develop strategic plans which will enhance primary health services.
- 4. Regularly present, to a wide range of audiences, general and technical briefings on topics related to projects and initiatives. Through effective team leadership, the incumbent will complete many of the tasks through the use of teams (with the applicable expertise) and consulting with stakeholders.**
- 5. Support the division, directorate and/or the Minister through investigating and/or addressing issues, developing correspondence, writing briefing notes, developing submissions or position papers.**

#### **WORKING CONDITIONS**

##### **Physical Demands**

No unusual demands.

##### **Environmental Conditions**

No unusual conditions.

##### **Sensory Demands**

No unusual demands.

##### **Mental Demands**

No unusual demands.

#### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of primary health care as it relates to nursing.
- Knowledge of the social determinants of health.
- Knowledge of best practices in primary health care and particularly public/community health, conceptual understanding of the model of primary health care delivery, and its application in the provision of a broad range of health and social services in the NWT.
- Knowledge of international, provincial and national trends in health services as it relates to advanced nursing practice.
- Knowledge of risk, issues and stakeholder management.



- Knowledge of and/or the ability to acquire and apply knowledge of relevant legislation and regulations, standards, policies and guidelines related to advanced nursing practice in order to provide current, relevant and feasible consultation services.
- Knowledge of program monitoring and evaluation of progress at various stages of implementation.
- Interpersonal skills to build effective relationships with stakeholders and to collaborate with colleagues, co-workers, and individuals in client organizations with a wide range of corporate / organizational cultures.
- Research, analysis and evaluation skills to conduct reviews comprehensively to compare and analyze territorial practice against evidence based and accepted national and/or territorial standards.
- Financial management skills including project cost tracking and variance reporting.
- Computer skills including ability to use word processing software, spreadsheets, email, scheduler and internet.
- Communication, writing and presentation skills including facilitation techniques.
- Leadership skills and the ability to inspire, influence, persuade and diplomatically maintain the satisfaction and goodwill of clients, caregivers and health care workers in challenging situations.
- Ability to be sensitive to the cultural, social and political conditions of regions and the health and social services environment in the NWT,
- Ability to negotiate and administer contracts with educational institutions for the provision of competency based advanced nursing education programs.
- Ability to provide leadership and coordinate the resources required to assist authorities and the GNWT to develop strategic plans which will enhance primary health services.
- Ability to develop monitoring and reporting systems for use by the authorities and assist authorities in compliance with reporting.
- Ability to facilitate creative problem solving using conceptual, analytical, interpretive, evaluative, intuitive and constructive thinking skills.
- Ability to work constructively in small and large groups.
- Ability to prioritize changing demands to meet the goals of the divisional objectives.
- Ability to work with compressed deadlines and multiple deliverables.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

**Typically, the above qualifications would be attained by:**

A Nursing degree and three (3) years of relevant experience including one (1) year of experience in the primary care environment.

Equivalent combinations of education and experience will be considered.



### **ADDITIONAL REQUIREMENTS**

Must be registered or be eligible for registration with the College and Association of Nurses of the Northwest Territories and Nunavut (CANNN).

#### **Position Security**

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

#### **French language** (check one if applicable)

- French required (must identify required level below)  
Level required for this Designated Position is:  
ORAL EXPRESSION AND COMPREHENSION  
Basic (B)  Intermediate (I)  Advanced (A)   
READING COMPREHENSION:  
Basic (B)  Intermediate (I)  Advanced (A)   
WRITING SKILLS:  
Basic (B)  Intermediate (I)  Advanced (A)
- French preferred

#### **Indigenous language:** Select language

- Required
- Preferred