



823 Ellice Avenue  
Winnipeg, MB R3G 0C3  
431-337-2527  
manitobahealthcoalition@gmail.com

## **Job Posting Provincial Director Manitoba Health Coalition**

**Position Title:** Provincial Director  
**Location:** Winnipeg, Manitoba  
**Reporting Relationship:** Board of Directors  
**Supervises:** All Volunteers

### **SUMMARY:**

The Provincial Director is the chief political and executive officer of the Manitoba Health Coalition (MHC) and is responsible for developing and implementing political action throughout Manitoba, in consultation with the Board of Directors.

The Provincial Director ensures decisions made by the Board of Directors are carried out, and will lead in the planning process on all issues that arise. The Director is a key media spokesperson of the MHC and is also responsible for ensuring the administration of the MHC office.

### **RESPONSIBILITIES:**

- Develops and facilitates the planning and implementation of an effective Campaign/Organizing strategy for the MHC;
- Acts as the principal spokesperson for the MHC (with the media, government, and general public) and is responsible for all media relations. Where appropriate, attempts should be made by the Provincial Director to include Board quotes from Board members in press releases;
- Conducts education and mobilization (including public presentations and education) and other outreach activities with affiliate members and other relevant organizations and the general public;
- Participates in and represents the MHC's campaigns among affiliates including working with community-led local health committees and on-the-ground activists, other relevant organizations, funders and the general public;
- Ensures all enquiries and correspondence are attended to in a timely manner;
- Maintains regular contact with governments where appropriate on matters that affect the MHC and public health care;
- Maintains and develops funding relationships including reporting and accountability sessions with key stakeholders;



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- Ensures the Board has adequate support in their activities as required, e.g. assisting with the development of the annual budget;
- Liaises with the Canadian Health Coalition and provides input into the development of national strategies, in consultation with the MHC Board;
- Prepares reports, written strategies and plans as required by the MHC Board;
- All other duties required for the continuation of the MHC.

### **POSITION QUALIFICATIONS:**

The ideal candidate will have:

- A demonstrated commitment to public healthcare;
- A strong activist background and knowledge of current social, political and economic affairs in Manitoba, including an understanding of our diverse population;
- Experience in public, media and government relations, including excellent written and oral communications skills;
- Proven experience in the planning and implementation of campaigns;
- The ability to balance provincial campaigns with local and grassroots needs;
- Experience in working with a largely volunteer based organization including with a Board of Directors;
- Proven administrative and organizing skills;
- Good interpersonal skills and the ability to exercise tact, discretion and judgement at all times;
- Fundraising experience, particularly in developing and maintaining relationships with funders;
- Capacity to work in coalition with other organizations with sometimes divergent goals and views;
- A strong understanding of community-based organizations and the labour movement in Manitoba;
- Ability to delegate and to work in a self-directed manner;
- Proficient in Microsoft Office;
- Ability to speak French is an asset;

### ***ADDITIONAL INFORMATION:***

The MHC recognizes the importance of building a workplace that is reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drive a high standard of service and innovation. We support equitable employment practices and promote representation of designated groups (women, Indigenous Peoples, persons with disabilities, and visible minorities). Applicants are invited to self-identify.



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The salary range is \$65,000 to \$70,000 based on successful candidate's experience.

Please submit CVs to [MHCapplications@spcw.mb.ca](mailto:MHCapplications@spcw.mb.ca) by Monday, October 4<sup>th</sup>, 2021 at 9am.  
Only candidates selected for an interview will be contacted.

Thank you!