



MUSHKEGOWUK COUNCIL

Mushkegowuk Council is dedicated to providing quality equitable and accessible support and advisory services to respond to and meet the social, economic, cultural, educational, spiritual, and political needs of first nations, thereby improving the quality of life of our people

EMPLOYMENT OPPORTUNITY

POSITION: Primary Care Manager
DEPARTMENT: Health
COMPETITION #: 2026-020
LOCATION: Timmins
TERM: Full-Time
CLOSING DATE: May 20, 2026 at 4:00pm EST

POSITION SUMMARY

Under the direction of the Director of Health, the Primary Care Manager is responsible for the overall management and oversight of the Mushkegowuk Primary Care Hub. The position ensures consistent, efficient, and sustainable clinic operations by developing and implementing operational systems, workforce management practices, financial monitoring, and quality assurance processes. The role supports the delivery of culturally appropriate primary care services and ensures compliance with organizational policies, healthcare standards, and funding requirements.

REQUIREMENTS

- Degree in Nursing, Health Administration, Business Administration, or a related field.
- Minimum five years of management experience in a healthcare setting.
- Experience in healthcare operations and team leadership.
- Knowledge of primary care systems and Indigenous health service delivery.
- Knowledge of healthcare privacy legislation and compliance requirements.
- Strong leadership, organizational, and problem-solving skills.
- Excellent communication and interpersonal skills.
- Understanding of Mushkegowuk culture and health priorities.
- Satisfactory Criminal Record Check with Vulnerable Sector Screening.
- Ability to maintain strict confidentiality.
- Willingness to travel as required.
- Ability to communicate in Cree is an asset.
- Valid "G" driver's license is an asset.

WHY JOIN OUR TEAM

Mushkegowuk Council offers a competitive compensation package, as well as a cohesive work environment and opportunities for development.

- ✓ Health and Dental Benefits
- ✓ Employee and Family Assistance Program
- ✓ Matched Pension Contributions
- ✓ Generous Vacation and Leave Entitlements

ADDITIONAL INFORMATION

Full vaccination against COVID-19 is mandatory for this position and operation (the Council will however adhere to its duty to accommodate those who are unable to be fully vaccinated for a reason related to a human right protected ground).

HOW TO JOIN OUR TEAM

SUBMIT RESUME AND THREE (3) RECENT WORK REFERENCES with their phone numbers and e-mail addresses, quoting **Competition #2026-020** no later than **4:00 PM on May 20, 2026** to:

Human Resources Department
MUSHKEGOWUK COUNCIL
PO Box 370
Moose Factory, ON P0L 1W0

Resumes can be emailed to: jobs@mushkegowuk.ca or faxed to 705-268-3282

We thank all applicants for their interest; however, only selected candidates will be contacted for an interview. If you have any accessibility or special requirements, please let us know and we will do our utmost to accommodate, in accordance with applicable legislation.

May 6, 2026

**Attawapiskat
First Nation**

**Kashechewan
First Nation**

**Fort Albany
First Nation**

**Moose Cree
First Nation**

**Taykwa
Tagamou
Nation**

**Chapleau Cree
First Nation**

**Missanabie
Cree
First Nation**