



HEALTH COORDINATOR

SUMMARY: In keeping with the mission and values of Quebec Native Women (QNW), the Health Coordinator is responsible for coordinating awareness, prevention and training components on the overall health of Indigenous women with stakeholders in communities and urban areas. The Health Coordinator oversees the implementation of the strategic plan for the promotion of Indigenous women's health throughout Quebec and participates in various committees to improve Indigenous women's access to available services.

IMMEDIATE SUPERVISOR: Executive Director

LOCATION: Hybrid work from the office in Kahnawake or Wendake

START DATE: October , 2025

TASKS (SUMMARY LIST OF THE FUNCTION)

- Ensure strategic oversight of issues related Indigenous women's health and assist the President and/or Executive Director of QNW in all files related to Indigenous women's health;
- Attend and represent FAQs at various seminars, committees, round tables, training on women's health;
- Consult with Indigenous women on their health care needs and create projects and tools to meet their needs;
- Refer women or workers to services adapted to their realities;
- Promote mediation between Indigenous and non-Indigenous resources by promoting the exchange of health information with communities;
- Contribute to and participate in ongoing research projects on Indigenous women's health;
- Identify and follow up on recommendations from provincial, federal and Indigenous governments related to improving the health of Indigenous women;
- Create and deliver health awareness workshops to promote cultural safety in health, social services and education settings;
- Perform any related tasks, as required by the organization.

QUALIFICATIONS

- Bachelor's degree in an area relevant to the role; DEC with 3 years of experience may be considered;
- Knowledge of the main issues concerning the health of Indigenous women in Quebec;
- Fluency in French and English, both oral and written, for the writing of reports, design and facilitation of trainings/workshops;
- Proficiency in Microsoft Office suite and other relevant software;
- Ability to travel throughout Quebec for face-to-face meetings.

ASSETS

- Knowledge of an indigenous language;
- Knowledge of the provincial healthcare network.

SALARY: Class 3: \$47 275 - \$66 798 annually.

POSITION STATUS AND LENGTH OF REGULAR WORK WEEK: position to replace Émilie Aubin, for an indeterminate period of time; full-time; 32 hours per week.

POUR POSTULER

Send your CV with a cover letter to:

postesprojets@faq-qnw.org

EXTERNAL POSTING

Deadline: September 26, 2025, at 5:00 p.m.

* The feminine is used to lighten the text but includes anyone interested in this position.

Quebec Native Women thanks all those interested; Only those selected for an interview will be contacted.

September 8, 2025