



Renfrew County and District Health Unit
"Optimal Health for All in Renfrew County and District"

Director, Corporate Services

Competition #DCS 22-49 (Permanent)

OVERVIEW:

The Renfrew County and District Health Unit (RCDHU) is seeking a positive and dynamic Director, Corporate Services. RCDHU serves the County of Renfrew, the City of Pembroke, the Township of South Algonquin and most of Algonquin Provincial Park. The Corporate Services department provides support for the organization's mission to protect and promote health and prevent disease in the Renfrew County and District (RCD). The incumbent will function as member of the senior leadership team to create a culture at (RCDHU) that supports public health programs and services of the highest quality.

The Director works from the Health Unit's main office in Pembroke and is responsible for human resources, labour relations, finance, procurement, property management, and information technology. This position reports to the Chief Executive Officer.

Qualifications, Skills, and experience:

- University Degree in Business Administration, Commerce or Human Resources.
- Chartered Professional Accountant (CPA) designation.
- Five or more years progressive experience in business/human resource management and administration.
- Experience working in a unionized environment is preferred.
- Excellent communication skills, including written/presentation and verbal.
- Advanced proficiency with SAGE accounting software and spreadsheet programs and applications.
- Experience working in the public sector is an asset.
- The ability to manage multiple priorities, be well organized and be detail oriented are key ingredients to success in this position.
- Familiarity with Health Protection and Promotion Act, Ontario Public Health Standards and Protocols, Ontario Public Health Organizational Standards, Public Health Funding and Accountability Agreement.

Imagine living in an outdoor adventure playground, surrounded by wide open spaces, pristine waterways, parks and trails with all the big-city amenities just a short drive away.

Location: Pembroke, Ontario

Salary: \$123,313.00 – 141,646.00 plus a comprehensive pension and benefits package

Posted Date: November 25, 2022

Closing Date: Posted until all requirements are fulfilled

Please send your cover letter and resume, stating applicable Competition #DCS 22-49 to:

Renfrew County and District Health Unit, Corporate Services

141 Lake Street

Pembroke, ON K8A 5L8

EMAIL: jobs@rcdhu.com

(in MS Word or PDF format)

Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodation is available upon request. Applicants are asked to make their needs known in advance.
