



**NORTHERN
HEALTH REGION**

*A Culturally Diverse
Organization*

CAREER OPPORTUNITY

INDIGENOUS WORKFORCE COORDINATOR

Location: Thompson, MB Preferred

(Flin Flon or The Pas, MB may be considered)

JOB POSTING NUMBER	TM-2025-588	POSITION CODE	300-6HR-IRO_01
DEPARTMENT	HUMAN RESOURCES		
JOB STATUS/FTE	Permanent / 1.0 FTE	ANTICIPATED SHIFT	Days (Mon-Fri)
WAGE RANGE	To Be Discussed		

POSITION SUMMARY

As a member of the Human Resources Team, the Indigenous Workforce Coordinator is responsible for supporting the recruitment, retention, and advancement of Indigenous employees within the organization. This role works closely with leadership, Human Resources, and community partners to develop strategies and initiatives that create a welcoming, inclusive, and culturally safe workplace. The Coordinator engages with Indigenous communities and organizations to build partnerships, identify employment opportunities, and promote pathways for career development. They also provide guidance on workforce planning, and best practices that support reconciliation and equity in employment.

While the primary focus of this position is on Indigenous workforce initiatives, the role also provides support for broader recruitment needs and strategies across the entire region. This position requires service and extensive travel to outlying communities within the region and the province. The incumbent must fulfill the requirements of the Criminal Records/Vulnerable Person, Child Abuse Registry check and Adult Abuse Registry check, and adhere to all Northern Health Region policies and procedures.

QUALIFICATIONS

- Recognized Human Resources certification suitable combinations of education and experience may be considered
- Valid Manitoba Class V driver's license access to a vehicle and willingness to travel year round
- Thorough knowledge of Windows-based programs (Microsoft Word, Excel, Outlook) and Internet
- Previous experience in recruitment strategies and workforce planning (an asset)
- Knowledge of Indigenous engagement practices and the Truth and Reconciliation Calls to Action
- Working knowledge and understanding of Indigenous and rural communities located within the Northern Health Region
- Knowledge of recruitment, retention, and workforce development strategies
- Knowledge of government programs, funding opportunities, and policies that support Indigenous employment and training
- Knowledge of health care careers and educational opportunities
- Effective written and verbal communication skills
- Ability to speak an Indigenous language is an asset (preferably Cree, Dene, or Michif)
- Ability to work effectively in a multi-disciplinary team and independently with limited supervision
- Strong relationship-building and networking skills with Indigenous communities and organizations
- Strong organizational, planning, and problem-solving abilities
- Strong presentation skills in group and individual settings
- Successful candidate subject to provide security checks in accordance with Security Checks for Employment Policy (HR-02-80). Waived for internal candidates with current checks on file.

For a full listing of qualifications please:

- **Internal Candidates: Refer to the Job Description which is posted on the Intranet under Department/Human Resources/Job Description, then select the applicable department; or,**
- **External Candidates: Contact Human Resources to request a copy**

Northern RHA strives to have a diverse workforce in an inclusive and accessible workplace, which provides opportunity for reasonable accommodation.

Indigenous applicants are encouraged to self-declare when submitting applications & resumes.

We thank all candidates for applying. Only those selected for interview will be contacted.

Using Google Chrome, Apply online at www.northernhealthregion.ca on or before

FEBRUARY 17, 2026

Note: In the event of technical difficulties with the online application, please contact Human Resources at recruiteast@nrha.ca for assistance prior to the closing date.