



Health Advocacy Lead – 191-26-4
Senior Support Hub, Wellbeing
Full-Time Contract (One Year)

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **October 28, 2026**, for the **Health Advocacy Lead** with **Senior Support Hub, Wellbeing**. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications accepted through [My Job Search](#). **NO LATE APPLICATIONS ACCEPTED.**

Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

JOB SUMMARY: The Health Advocacy Lead plays a critical role within the Senior Support Hub (SSH) by ensuring seamless coordination and continuity of care for clients. This position supports seniors in navigating the healthcare system, advocating for their needs, and facilitating access to appropriate services. By distributing SSH referrals efficiently and guiding clients through their healthcare journey, the Health Advocacy Lead helps promote high-quality, patient-centered care.

Type	Full Time Contract (One Year)
Closing Date	October 28 2026
Hours of Work	35hrs/week
Wage	Minimum \$34.73/hr

*A competitive compensation package will be offered commensurate with qualifications. *

BASIC QUALIFICATIONS:

- University graduate in Health Sciences, Social Work or related field or an equivalent combination of education and relevant experience.
- In good standing with the respective regulatory college, if applicable.
- Three years' experience in a community-based organization.
- Strong Knowledge of and experience with Six Nations Community and importance of culture as foundation.
- Must have insure vehicle and class "G" driver's license and access to reliable transportation.

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: Online

1. Please visit: [My Job Search](#) to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
 - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
 - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 - c. Copy of your education diploma/degree/certificate and transcript.
3. If you have any questions or need assistance please reach out to Mary Ann Alldis, HR Business Partner at 519-445-2223 ext. 5755 or via email at HRBP4@sixnations.ca.

Method #2: GREAT – Applications must include all of the following:

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

Health Advocacy Lead – Full Time Contract – 191-26-4
c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69, 16 Sunrise Court
Ohsweken, Ontario N0A 1M0



POSITION DESCRIPTION

Department of Wellbeing

POSITION TITLE: **Health Advocacy Lead**

REPORTING RELATIONSHIP:

Reports to and works under the direction and supervision of the Manager- Senior Support Hub, Department of Well-being and Six Nations of the Grand River

PURPOSE & SCOPE OF THE POSITION:

The Health Advocacy Lead plays a critical role within the Senior Support Hub (SSH) by ensuring seamless coordination and continuity of care for clients. This position supports seniors in navigating the healthcare system, advocating for their needs, and facilitating access to appropriate services. By distributing SSH referrals efficiently and guiding clients through their healthcare journey, the Health Advocacy Lead helps promote high-quality, patient-centered care.

KEY DUTIES & RESPONSIBILITIES:

1. Technical Functions

Client Advocacy & System Navigation

- Provide guidance and mentorship to team members on best practices for clients' advocacy and healthcare system navigation.
- Assist clients in understanding their healthcare rights, available services, and care pathway.
- Advocates for clients by liaising with healthcare providers, funding sources, and other support systems to ensure equitable access to care.
- Navigates complex clients care situations, addressing barriers to service access and resolving challenges effectively.

Collaboration & Program improvement

- Works closely with the manager- Senior support Hub to identify program priorities services gaps, and areas for improvement.
- Collaborates with internal and external partners to enhance service coordination and improve client's outcome.



- Refers client's outcome to appropriate internal and external service organizations, ensuring seamless transitions and continuity care.

Community Outreach & Engagement

- Supports community outreach efforts to raise awareness about SSH services and improve program accessibility.
- Engages with clients, families and community organizations to foster trust and encourages participation in available supports.

Documentation Responsibilities

- Assist clients in completing forms and applications, ensuring accuracy and compliance with required documentation.
- Maintain accurate case documentation and ensures timely follow-ups on clients' needs and service referral.
- Tracks and reports on key client's service metrics, supporting data-informed decision-making and program evaluation.

Service Planning & Program Development

- Leads the development and implementation of individualized service plans to ensure high-quality, client-centered support.
- Conducts intake assessments and reviews clients needs to determine appropriate referrals and prioritization of cases.
- Supports the development of healthcare resources that outline service pathways and key navigation steps for clients and caregivers.

2. Communication and Liaison Functions:

- Oversees incoming referrals, ensuring timely distribution to appropriate providers for client support
- Maintains in-depth knowledge of SSH operations and services to effectively direct referrals and guide clients.
- Regularly reviews case files, identifying areas of service plan adjustments and SSH provider needs.
- Maintain accurate client records and case documentation within the Electronic Medical Record (EMR) system.
- Engages with internal and external stakeholders to build strong partnerships and enhance clients' outcomes.
- Act as an advocate for community members, ensuring they receive necessary healthcare services and funding.
- Liaise with internal and external healthcare providers to facilitate seamless access to high-quality care for clients.

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- Attend network meeting and provides summary reports to the manager- seniors support Hub on key discussions and action items.
- Provides clear guidance to clients regarding health system navigation, service options, and funding pathways.
- Assists clients in accessing financial support programs such as:
 - Senior Relief Fund
 - High Needs Fund
 - Dreamcatcher
 - March of Dimes Canada
- Ensures timely updates to clients regarding their healthcare journey, empowering them to make informed decisions.
- Maintains strict confidentiality and ensures all data privacy standards align with health data protection regulations.
- Ensures that all interactions with clients, families, and staff are conducted with cultural humility, respect and sensitivity to diverse needs.

4. Administrative Functions:

- Oversees and maintain accurate patient records and case documentation within the Electronic Medical Records (EMR) SYSTEM
- Ensures all clients' interactions, inquiries, and resolutions are properly documented while maintaining compliance with privacy and confidentiality policies.
- Ensures compliance with reporting procedures and contributes to program evaluation efforts by tracking services effectiveness.
- Complete monthly reports and monitor relevant program statistics to support data-driven decision-making.
- Track and analyzes trends in community health access challenges to inform program improvement and policy recommendations.
- Plans and manages team workload, ensuring efficient service delivery and equitable case distribution among team members.
- Coordinates internal workflows to optimize client service response time and minimize service delays.
- Manages communication channels, including emails, phone calls and in person inquiries, ensuring timely and professional responses to client needs.
- Supports internal coordination by liaising with team members, healthcare providers, and external agencies to facilitate smooth communication and service **delivery.**



5. Other Functions:

- Providers support the six Nation Emergency Measure plan by ensuring awareness of the Emergency measures plan and assistance as instructed by the Director of Well-being.
- Performs other related duties as required by the Manager.

WORKING CONDITIONS:

Work has high profile, extensive public contact and is subject to deadlines and interruptions. Direct client contact, frequently in the client's homes and the presence of the client in office. Some Travel in the community as required using own transportation.

WORKING RELATIONSHIPS:

With the Manager

Receive direction, guidance, encouragement, discusses plans and priorities.

With Senior support Hub Team

Fosters a collaborative team environment by providing clear direction, support and mentorship.

Acts as a key liaison in the referral process, ensuring seamless coordination among team members. Facilitate regular discussion on priorities, challenges, and service improvements to enhance program effectiveness.

With Other Staff

Promote courtesy, cooperation and teamwork with all staff.

With External Agencies

Represents and promotes six Nations interests relative to well-being, maintains awareness of legislative policy and program changes, seek to develop close working relationship.

With the Public

Represents and promotes the well-being interest of Six Nations; works in courteous, co-operative, positive and proactive manner, provide information and advice.



KNOWLEDGE AND SKILLS:

Minimum Requirements:

- University graduate in Health Sciences, Social Work or related field or an equivalent combination of education and relevant experience.
- In good standing with the respective regulatory college, if applicable.
- Three years' experience in a community-based organization.
- Strong Knowledge of and experience with Six Nations Community and importance of culture as foundation.
- Must have insure vehicle and class "G" driver's license and access to reliable transportation.

Other Related Skills

- Knowledge of Six Nations Community specific health systems
- Experience in advocating and navigating indigenous specific system pathways.
- Experience in chronic disease diseases, illness and injury prevention and social determinants of health.
- Experience in program coordination, development, implementation, monitoring and evaluation.
- Demonstrates strong leadership skills.
- Work cooperatively with others
- Strong interpersonal, verbal and written communication skills.
- High level of computer skills – Microsoft office – MS word, Excel and Electronic Medical Record System.
- Able to prioritize and manage multiple priorities effectively.

IMPACT OF ERROR

Errors in judgement and in the conduct of duties could lead to loss of credibility, poor public relations, confusion, duplication of effort and misinformation being given to the Director of Well-being, Human Services Committee, Six Nations Elected council, Government Agencies, and the public.

CONTROL:

Guiding principles set by the Department of Well-being and Six Nations Elected Council. Works within the administrative policies and procedures established by the Six Nations Elected Council for the Well-being Department and other legislation provided by the respective governments.

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