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RÉGIE RÉGIONALE DE LA SANTÉ ET DES SERVICES SOCIAUX DU NUNAVIK
NUNAVIK REGIONAL BOARD OF HEALTH AND SOCIAL SERVICES

*The **Nunavik Regional Board of Health and Social Services** (NRBHSS), established under the James Bay and Northern Quebec Agreement (Chapter 15) and the Act respecting health services and social services, covers the entire territory north of the 55th parallel. Its mission is to adapt health and social services programs to the needs of the population and the realities of the region, and to ensure the efficient organization of resources available to the Nunavik region.*

The Regional Board is seeking to fill the following temporary assignment:

Planning, Programming and Research Officer – Support to Community Organizations
Posting 2026-113

MANAGEMENT AND SERVICE: PLANNING AND PROGRAMMING DEPARTMENT, #41002 – COMMUNITY ORGANIZATIONS

DESCRIPTION

Under the authority of the Assistant Director of Planning and Programming, the incumbent will join the team responsible for the Nunavik Community Organizations Support Program. In this capacity, the incumbent develops, coordinates and implements community programs in response to identified needs. They identify and analyze needs with the groups concerned and participate in the implementation of collaborative action plans. They act as a resource person for organizations, the community and the Nunavik Regional Board of Health and Social Services.

Your responsibilities also include:

- Facilitate the development of new community organizations in Nunavik by participating, with communities and local partners, in identifying and analyzing the needs of the population;
- Maintain relationships with partners in the Northern villages, provide support and guidance to the community, and foster and support collaboration;
- Design, coordinate and implement projects identified by the community in order to address local needs and foster community development;
- Carry out the mandate in a spirit of participation, collaboration and partnership with health institutions and the population of the territory;
- Facilitate and ensure the proper functioning of various committees and working groups;
- Ensure the necessary communications, including the preparation of documentation (agendas, minutes, documents, action plans and decision-making tools), to inform the various bodies and better coordinate their actions;
- Collaborate in developing the tools required to implement strategic directions, prepare reports on achievements and participate in the systematic analysis of results;
- Establish and maintain partnerships with various stakeholders;
- Monitor the progress of activities using appropriate project management tools;
- Support organizations in the implementation of their activities;
- Collaborate with team members as well as members of other departments;
- Perform any other related duties at the request of the immediate supervisor.

REQUIREMENTS

- Must hold a bachelor's degree in an appropriate university discipline, such as administration, humanities or social sciences;
- Excellent command of at least two of the three languages used in Nunavik (French, English and Inuktitut).

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For candidates who are beneficiaries of the James Bay and Northern Quebec Agreement, a combination of relevant experience and training may be considered.

SKILLS AND QUALIFICATIONS

- Good understanding of clinical and organizational issues related to supporting community groups;
- Strong interpersonal skills and ability to work as part of a team and collaborate with various stakeholders;
- Excellent oral and written communication skills;
- Working knowledge of the Microsoft 365 suite;
- Good knowledge of Nunavik's health and community services networks;
- Dynamic, autonomous and responsible;
- Good judgment and strong organizational and planning skills.

ADDITIONAL INFORMATION

- Please note that interviews may be held during the weeks of **December 7 or December 14, 2026;**
- Home base: Northern assignment (Kuujjuaq).

Candidates who are beneficiaries of the *James Bay and Northern Quebec Agreement* will have priority.

WORKING CONDITIONS

- Temporary full-time assignment for a period of one (1) year (35 hours/week);
- Day shift;
- Salary in accordance with MSSS conditions and the candidate's qualifications **($31.06/hour to $55.04/hour).**

Northern Benefits: Employees who relocate to Nunavik are eligible for various bonuses, including **a retention bonus, a remoteness bonus, and a cost-of-living allowance.** For those hired more than 50 km from Kuujjuaq, low-cost housing is provided, along with reimbursement of moving and storage expenses. In addition, annual personal trips from Kuujjuaq to the point of employment are included, as well as other benefits.

For more information about our services and our region, please visit the Nunavik Regional Board of Health and Social Services website at: https://nrbhss.ca/en

Employees in the health and social services network are potentially eligible for the Nordic unpaid leave.

*** TO APPLY FOR POSTING # 2026-113, CLICK HERE ***

Interested candidates can submit their resume between November 18 and December 2, 2026

Nunavik Regional Health and Social Services Authority – Human Resources
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