



## IDENTIFICATION

| Department   | Position Title                 |  |
|--|--------------------------------|--|
| Northwest Territories Health and Social Services Authority | Territorial Manager, Midwifery |  |
| Position Number  | Community                      | Division/Region                            |
| 48-15713   | Yellowknife                    | Territorial Operations/<br>Health Services |

## **PURPOSE OF THE POSITION**

The Territorial Manager, Midwifery is responsible to lead the implementation and management of the Territorial Midwifery Program in alignment with territorial midwifery legislation, regulations, and program and professional standards, and the values, vision and strategic goals of the Government of the Northwest Territories and the Northwest Territories Health and Social Services Authority. The overarching function of this position is to ensure the quality and consistency of culturally safe, relationship-based midwifery care that contributes to the achievement of optimal maternal / child health outcomes in the Northwest Territories.

## **SCOPE**

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłı̨chǫ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-indigenous persons. Health and social services include the full range of primary, secondary, and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.

Under the direction of the Minister of Health and Social Services, the NTHSSA was established to move toward one integrated delivery system as part of the Government of the Northwest Territories (GNWT) transformation strategy. The NTHSSA sets clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. While the Tłı̨chǫ Community Services Agency (TCSA) operates under a separate board, and Hay River Health and Social Services Agency (HRHSSA) remains separate in the interim, Service Agreements will be



established with these boards to identify performance requirements and ensure adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.

Located in Yellowknife, the Territorial Manager, Midwifery (Manager) reports to the Director, Health Services NTHSSA. The Manager is an autonomous primary care practitioner with hospital privileges who will provide residents of the NWT with comprehensive prenatal, intrapartum, postpartum and neonatal health care including health assessment, diagnosis, intervention and follow up care in accordance with the NWT Midwifery Profession Act and midwifery regulatory framework. In addition to clinical responsibilities this position will support the implementation, and management of the territorial midwifery program in alignment with territorial midwifery legislation, regulations, and program and professional standards, and the values, vision and strategic goals of the GNWT and the NTHSSA. The overarching function of this position is to provide and promote consistent and quality midwifery care that is culturally safe and relationship-based thereby contributing to the achievement of optimal maternal / child health outcomes in the NWT.

As a credentialed practitioner with Midwifery Privileges granted in accordance with the NTHSSA Medical and Professional Staff Bylaws, the incumbent is also accountable to their Area Medical Director for clinical practice.

The Territorial Manager, Midwifery supervises midwifery positions employed by the NTHSSA and one LPN/Lactation Consultant position. The position is responsible for the management of the NTHSSA Territorial Midwifery Program budget (\$2.5 million), including compensation and benefits, operations, and minor capital. The position collaborates with Regional Managers and Regional Chief Operating Officers (COOs) to ensure the coordinated management of program operations within regions.

The position is responsible for providing program leadership and management, midwifery subject matter expertise, and policy/procedural oversight for midwifery care throughout all NTHSSA Regions. The position is also responsible for liaising with the TCSA and the HRHSSA in the delivery and review of midwifery programs. The Manager works in collaboration with Registered Midwives, multidisciplinary healthcare providers, Territorial and Regional Managers, Directors, and Consultants, the NWT Advisory Committee on Midwifery, and other stakeholders to guide the strategic expansion and improved integration of midwifery services in the territory. The incumbent ensures that this work is undertaken in a manner consistent with the Midwifery Profession Act and Regulations, the NWT Midwifery Practice Framework, the Code of Conduct, Standards of Practice, and Continuing Competence Program for Registered Midwives in the NWT, Territorial Midwifery Program Standards, and the strategic goals of the GNWT health care system. The decisions and recommendations made by the incumbent take into account the unique needs in given regions, within the context of a territory-wide program designed to demonstrate positive outcomes measured in relation to the quality dimensions of



accessibility, appropriateness, safety, continuity of client-centered and relationship-based care, population health, and efficiency of service delivery.

As a territorial midwifery practice leader, the Territorial Manager, Midwifery provides clinical practice support to NTHSSA Registered Midwives as well as to the Registered Midwives employed by the HRHSSA. The incumbent engages collaboratively with Registered Midwives, Area Medical Directors, the Territorial Medical Director, the Territorial Applications Review Committee, and the territorial committee for maternal and infant health to support clinical best practice and practitioner competence and to maximize the contribution of the midwifery profession to the achievement of excellence in perinatal and primary care services and outcomes. The Territorial Manager, Midwifery participates in quality assurance and quality improvement activities described in the NTHSSA Medical and Professional Staff Bylaws and Rules and elsewhere in GNWT and NTHSSA policy. The position supports the sustainability of midwifery services in the NWT by providing clinical care as a registered midwife, as appropriate from time to time, at various practice sites within the territory.

This position carries out its responsibilities in accordance with the GNWT acts, regulations, policies, and departmental procedures that include the Health Information Act, the Public Service Act, and Public Service Regulations, Human Resource Manual, Staffing Appeals Regulations and various other government policies. As well, the incumbent must work within the terms of any agreement reached with NWT unions. The position carries out its responsibilities in accordance with the Public Service Citizen-Centre Approach to provision of services, including using the Citizen-Centre Service Improvement tools to continuously enhance service delivery.

## **RESPONSIBILITIES**

- 1. Leads the strategic planning for the implementation of a Territorial Midwifery Program that enhances perinatal and primary care across the NWT through increased access to and improved integration of midwifery services.**
  - Facilitates a collaborative multi-stakeholder process to implement the strategic plan developed jointly by the DHSS and the Authorities to address the needs and perceived service gaps identified in the Midwifery Stakeholder Engagement (2017).
  - Implements strategies to sustain the Fort Smith midwifery program, facilitate the regional expansion of the Hay River Program, and introduce midwifery services in Yellowknife with associated support to the regions Tłı̨chǫ and Sahtu regions.
  - Promotes the development of ongoing partnerships between midwife teams, communities, and care-providers in their respective regions.
  - Monitors and evaluates the progressive expansion and integration of midwifery services in the Territories, and incorporates data and feedback into the planning cycle.
  - Participates in regular meetings of the NWT Advisory Committee on Midwifery.



**2. Establishes and maintains a core set of Territorial Midwifery Program policies and procedure that support the quality, safety, and consistent delivery of midwifery services across the NWT.**

- Works collaboratively with midwives, other health care providers, and management within NTHSSA, HRHSSA, and the TCSA to identify and address policy requirements at the regional and territorial levels.
- Develops, reviews and recommends policies that
  - i. Respond to identified policy requirements
  - ii. Comply with territorial midwifery regulation and standards, align with clinical best practices, and harmonize with the NTHSSA policy framework and with Accreditation Standards.
  - iii. Support the consistent provision of culturally safe midwifery care across regions, in accordance with the NWT Midwifery Practice Framework and the Cultural Safety Action Plan.
- Ensures effective communication of policies, procedures, and standards and monitors their consistent implementation.

**3. Manages and coordinates the delivery of midwifery services across the NWT to ensure effective and efficient deployment of resources, sustainable levels of service, and effective integration of midwifery care in the NWT health system.**

- Collaborates with regional and territorial managers, and HRHSSA management to ensure the safe, effective and efficient coordination of midwifery services across all practice sites.
- Manages the budget, human resources, and capital resources in order to facilitate effective and efficient midwifery service delivery in the territory.
- Works with midwifery program staff to establish annual goals and objectives for service delivery, and to develop and implement regional and territorial work plans.
- Ensures sustainable staffing and leave coverage for regional midwifery teams.
- Works with employees, senior management, and Human Resources to ensure appropriate and consistent implementation of the specific provisions for midwives compensation, as delineated in the Collective Agreement.
- Promotes and supports collaborative and equitable labor relations practices, in accordance with GNWT Human Resources Policies and Guidelines and the Union of Northern Workers (UNW) Contract.
- Conducts employee performance evaluations, provides coaching and mentoring, and proactively manages performance issues.
- Actively promotes workplace health and safety in accordance with established policies, procedures, and processes of the organization.



- 4. Leads the monitoring, evaluation, and continuous quality improvement of the Territorial Midwifery Program to ensure accountability and service excellence.**
  - Works collaboratively with the Accreditation Leadership Forum and the Territorial Quality and Client Experience Team to implement program and police updates to align with the Accreditation Canada Standards of Excellence, and to develop and track program indicators.
  - Develops and implements team action plans, based on the assessment of any work required to align with program standards and recommendations from onsite Accreditation Canada Surveys.
  - Reports on monitoring and evaluation activities in accordance with the approved Territorial Midwifery Program Monitoring and Performance Measurement Framework.
  - Champions and coordinates the collection and maintenance of midwifery services data and clinical outcome data.
  - Identifies areas for quality improvement and collaborates with midwifery program staff and the Quality and Best Practice team to initiate quality improvement processes accordingly.
  - Works with the Authority and the Department in identifying appropriate indicators to measure the impact of the introduction of territorial midwifery services on the deployment and utilization of health system resources.
  - Collaborates with a multi-stakeholder working group on the design of a territorial perinatal surveillance strategy.
  - Participates in research activities related to the provision of perinatal care and associated population outcomes in the NWT.
- 5. Provides subject matter expertise and clinical leadership that support culturally safe, relationship-based, continuity of maternity care through the integration of competent midwifery practitioners in a multidisciplinary health workforce.**
  - Champions midwifery best practices and culturally safe care in accordance with NWT Midwifery Practice Framework and the Cultural Safety Action Plan.
  - Promotes collaborative inter-professional relationships between Registered Midwives and other members of the Primary Care and Women and Children's Health Teams.
  - Serves as the midwifery representative on maternal and infant health committees and practitioner advisory bodies, as established under the NTHSSA mandate.
  - Serves as the midwifery representative on the Territorial Applications Review Committee (TARC), reviewing initial applications for appointment and granting of Midwifery Privileges as per the NTHSSA- Medical and Professional Staff Bylaws (MPSB).
  - Conducts Periodic Reviews of Registered Midwives in accordance with the NTHSSA- MPSB.
  - Ensures midwives' participation in continuing professional development activities to support continuing competence for registration and credentialing.



- Ensures midwives' participation in system-wide perinatal risk management and safety programs and activities (including but not limited to MOREob).
- Collaborates with quality risk management personnel, Area Medical Directors, Labor Relations, and DHSS, as appropriate, in responding to Concerns and / or Critical Incidents involving midwife members of the Professional Staff.

**6. Contributes to the development and implementation of a midwifery workforce strategy and associated recruitment, retention, and education activities to ensure a sustainable midwifery workforce that meets the current and evolving service delivery needs in the NWT.**

- Collaborates with the NTHSSA senior management and DHSS to promote midwifery career opportunities in the NWT.
- Writes and reviews job descriptions for registered midwives in the territory that are consistent and aligned with the territorial program.
- Leads recruitment of registered midwives for the territorial midwifery program in accordance with approved allocations.
- Participates in screening and hiring of candidates, in collaboration with Human Resources, Department of Finance and regional midwifery team Leads.
- Collaborates with DHSS, NTHSSA, HRHSSA, and Department of Finance to effectively and efficiently coordinate the processes for hiring, licensing, credentialing and privileging of midwives.
- Provides strategic support for opportunities and initiatives aimed to increase retention of midwifery program staff.
- Promotes and manages appropriate utilization of leave entitlements to support work-life balance and retention of midwifery program staff.
- Promotes and coordinates learning opportunities in the NWT for midwifery students seeking clinical placements.
- Contributes to a collaborative multi-stakeholder process to explore opportunities for the development of a northern midwifery education process.

**7. Provides midwifery care at various sites in the NWT to ensure maintenance of professional competence and registration and to support the capacity of the NWT midwifery workforce.**

- Provides short-term or limited clinical services, in response to the needs or opportunities identified, from time to time, by the regional midwifery teams.
- Provides clinical care as described in the Registered Midwife job description of each regional midwifery team.



## **WORKING CONDITIONS**

### **Physical Demands**

While providing primary midwifery care, estimated at up to 25% of the time, the incumbent will be required to stand or be mobile for extended periods of time, assuming awkward positions while providing clinical assessment and care to clients, lifting and positioning clients, at times exerting substantial physical effort. When providing care at a home-visit, the incumbent is frequently carrying supplies and/or equipment up and down stairs as well as into and out of a vehicle. Due to the nature of providing midwifery care at births, the incumbent at these times may be unable to take meals or regularly scheduled breaks.

### **Environmental Conditions**

While providing clinical care, estimated at up to 25% of the time, the incumbent will be exposed to communicable diseases, blood and body fluids, human waste, hazardous materials (sharps, toxic cleaning and sterilizing solutions). In addition, while performing home visits the incumbent may encounter unsanitary conditions, pets, second-hand smoke, and other allergens.

### **Sensory Demands**

(While providing clinical care, estimated at up to 25% of the time, the incumbent is required to use the combined senses of sight, touch, smell and hearing during client assessment and the provision of clinical care. These demands are heightened in intensity and prolonged when monitoring labor and conducting births. The incumbent must be able to recognize and respond to the different warning and monitoring indicators (including physical signs and symptoms, sensory data, laboratory data, as well as the output of mechanical maternal and fetal monitors) in order to make clinical judgements and decisions to ensure appropriate and timely client care.

### **Mental Demands**

The position requires travel to communities and regional centres, once or twice monthly for two to three days at a time. Travel may be by road or by small aircraft. When providing locum coverage outside of Yellowknife, the incumbent will be required to be away from home and family for a period not usually exceeding two weeks.

The incumbent is required, at unpredictable times, to respond without warning to urgent or emergent situations which may include emotionally intense experiences. Both as a manager and as a clinician, the incumbent takes responsibility for making prompt judgements and timely decisions, to support the safety and well-being of staff and clients.



When on-call, the position responds to the unpredictable needs of clients and other healthcare providers, both during and outside of normal work hours, which are necessarily prioritized over the incumbent's own personal needs or those of their family. On-call responsibilities may entail unpredictable hours and from time to time long consecutive hours.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of the NWT Midwifery Profession Act, the NWT Midwifery Practice Framework, the Standards of Practice the Code of Conduct, and the Continuing Competence Program for Registered Midwives in the NWT
- Knowledge of other legislation, departmental directives and Standards, and legal instruments related to the provision of health and social services in the NWT (including but not limited to the Hospital Insurance and Health and Social Services Administration Act, Hospital and Healthcare Facility Standards, Health Information Act, the Vital Statistics Act, and the NTHSSA Medical and Professional Staff Bylaws).
- Knowledge of Indigenous health issues, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, regional Indigenous teachings and practices, and the way in which culture and community impact the experience of health care
- Knowledge of and an ability to apply, in a variety of settings, current evidence-informed midwifery best practice and a culturally safe, human rights-based approach to the provision of maternity care and reproductive health services
- Knowledge of and ability to use tools and technology appropriately in order to provide safe and effective care to clients (including but not limited to fetal monitors, oxygen delivery, diagnostic sampling techniques, incubators, phototherapy equipment, and neonatal resuscitation and intubation equipment)
- Knowledge of and ability to apply program management principles and practices, including those related to budget development and control and program monitoring and evaluation.
- Knowledge of and ability to lead informed policy development in the context of a territorial health policy framework.
- Knowledge of and ability to apply the principles and processes of labour relations.
- Knowledge of and experience related to quality assurance and continuous quality improvement processes.
- Knowledge of and an ability to apply principles of adult education in order to participate in and deliver orientation and training to health professionals and allied health workers.
- Knowledge of word processing and spreadsheet functions and ability to utilize the computer and the internet in order to acquire, manage, and disseminate information related to midwifery practice, policy development, and program management, including the maintenance of electronic medical records.
- Ability to demonstrate cultural competency in the provision of culturally safe care.



- Ability to develop and maintain positive working relationships with individuals, groups, teams, agencies, and community leadership, in order to communicate program information, elicit and respond to input and feedback, and facilitate and implement change.
- Ability to communicate effectively, orally and in writing.
- Ability to demonstrate excellent interpersonal skills in order to function effectively within health care and program management teams and to provide appropriate support and human resource management to the positions that report to this position.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

**Typically, the above qualifications would be attained by:**

A Baccalaureate in Midwifery (Health Sciences), or assessed through a Prior Learning and Experience Assessment (PLEA) program within a Canadian province, with a minimum of five (5) years' experience as a primary midwifery care provider and five (5) years of management and supervisory experience.

Completion of a Health or Business Masters or a Management Program would be an asset.

If not already a core component of the individual's midwifery education or continuing professional development, the midwife must be able to acquire within a reasonable time frame additional education in Indigenous health issues and skills-based training in intercultural competency and the provision of culturally safe care.

Equivalent combinations of education and experience will be considered.

**ADDITIONAL REQUIREMENTS**

Proof of immunization in keeping with current public health practices is required.

The incumbent must be eligible for professional licensing in accordance with the Midwifery Profession Act and must be credentialed and eligible for privileges in accordance with the NTHSSA Medical and Professional Staff Bylaws.

The incumbent must remain current in the mandatory certifications as identified in the Continuing Competence Program for Registered Midwives in the NWT.

**Position Security (check one)**

No criminal records check required  
 Position of Trust – criminal records check required  
 Highly sensitive position – requires verification of identity and a criminal records check



**French language** (check one if applicable)

French required (must identify required level below)

Level required for this Designated Position is:

**ORAL EXPRESSION AND COMPREHENSION**

Basic (B)  Intermediate (I)  Advanced (A)

**READING COMPREHENSION:**

Basic (B)  Intermediate (I)  Advanced (A)

**WRITING SKILLS:**

Basic (B)  Intermediate (I)  Advanced (A)

French preferred

**Indigenous language:** Select language

Required

Preferred