



IDENTIFICATION

Department	Position Title	
Health and Social Services	Director, Infrastructure Planning	
Position Number	Community	Division/Region
49-10770	Yellowknife	Infrastructure Planning/Corporate Services and Cultural Safety/HQ

PURPOSE OF THE POSITION

The Director, Infrastructure Planning (Director) is responsible and accountable for providing overall leadership and guidance for the Department of Health and Social Services Infrastructure Capital and Health Technology Assets. The Director is responsible for the determination of need, infrastructure planning, establishing investment priorities, project implementation oversight, and the overall infrastructure strategy for all Departmental Capital assets.

The Director provides strategic oversight, seasoned expertise, and leadership to a team of multidisciplinary professionals responsible for the full spectrum of infrastructure planning and delivery across the Northwest Territories Health and Social Services system. This includes territorial leadership in capital planning, project development, and implementation for health facilities, as well as responsibility for health technology acquisition and lifecycle management, mobile medical equipment, facility leasing, operationalization of new infrastructure, and ongoing facility operations support.

The Director ensures that all infrastructure components required to deliver equitable, safe, and effective health and social services are planned, executed, and sustained in accordance with departmental priorities, territorial standards, and community needs.

SCOPE

Located in Yellowknife, the Director, Infrastructure Planning reports to the Assistant Deputy Minister, Corporate Services and Cultural Safety and is responsible for leading the strategic planning and coordination of the GNWT long-term capital investments in the development, distribution, and sustainability of Health and Social Services infrastructure across the territory.

The Director holds full accountability for the effective delivery of the Department's \$73.25 million annual Capital Acquisition Plan, as well as the overall divisional budget. This encompasses leadership across all phases of land acquisition and development, facility



planning and design, construction management, and contract oversight, in alignment with departmental program planning and GNWT capital investment strategies.

In addition, the Director exercises ultimate authority and accountability for the Department's infrastructure portfolio, which includes more than 75 health and social services facilities with a total replacement value exceeding \$1.2 billion. The Director ensures the sustainability of these critical assets through the establishment of infrastructure standards, ongoing monitoring of asset performance, and enforcement of preventative maintenance practices, being essential leadership to mitigating infrastructure risk, prolonging asset life, and avoiding premature replacement — ensuring the long-term viability of the HSS system's infrastructure across the Northwest Territories.

The Director works within a Legislative and Policy framework and carries out its responsibilities in accordance with GNWT Acts, regulations, and Departmental procedures. Within governing authorities and the broad goals and objectives set for the position, the Director is expected to set priorities, work schedules and methods for the unit, their staff and contracted industry experts.

Within a complex multi-disciplinary environment, the Director provides expert leadership by offering strategic guidance, comprehensive analysis, and informed recommendations related to the government's Health and Social Services (HSS) system, program delivery frameworks, infrastructure planning, and health technology planning and management. The Director holds contract authority for the execution of health technology initiatives, encompassing the design, procurement, shipment, installation, and commissioning of related contracts. Additionally, the Director possesses spending authority for all HSS infrastructure projects, including planning, design, construction, and operationalization phases.

The Director operates in a dynamic and complex environment. While directing the activities of the Division, the incumbent must work directly with leaders of the Senior Management of the Northwest Territories Health and Social Services Authority (NTHSSA), Tłıchq Community Services Agency (TCSA), Hay River Health and Social Services Authority (HRHSSA), Non-government organizations, consultants and senior governmental officials from other GNWT Departments (primarily the Department of Infrastructure (INF), Municipal and Community Affairs (MACA) and Housing NWT.

The Director is accountable for the development, planning, design, and direction of overall Departmental strategies for required infrastructure development and maintenance, as well as reaching and implementing the Department's stewardship directives. The incumbent is also responsible for all HSS facilities, which are owned by the DHSS, providing expertise in the Capital Planning process and the planning, design, construction, operation, and maintenance of all GNWT HSS facilities and leases.



A significant challenge faced by governments is that mainstream organizations, like health and social services, cannot be separated from the legacy of colonialism and Indigenous systemic racism in Canada. In health and social services settings, present day Indigenous systemic racism impacts access to services, quality of care, and health outcomes for Indigenous peoples. This also results in a system that inherently privileges the ideas, needs and norms of the dominant white settler population, including the privileging of western knowledge over Indigenous approaches and ways of knowing.

The HSS system is committed to addressing Indigenous racism and promoting cultural safety and anti-racism. Departmental staff are expected to always honor and promote a culturally safe and anti-racist environment, and to interact with clients, families, community members, partners and colleagues in a relationship-based approach. This involves being tactful, respectful, self-aware, and humble to rebuild trust and relationships with Indigenous Peoples that were intentionally disintegrated and dismantled through deliberate colonial genocidal activities.

Facilities have long been planned without the participation of the Indigenous populations they serve. With a population of 51% Indigenous Peoples in the NWT, this includes utilization of all HSS facilities in our inventory, with a vast majority in those outside of Yellowknife. With the GNWT commitment to Indigenous engagement, the incumbent ensures that all current and future health technology planning will occur with the consideration of the Indigenous residents they serve, understanding the legacy of colonial trauma.

The work of the Infrastructure Planning Division includes recognition that government facilities, such as residential schools and Indian hospitals, have caused significant trauma for Indigenous peoples. The physical design of facilities can perpetuate harm as they are reminders of colonial and racist institutions and forced assimilation of Indigenous People into the dominant culture's norms. As such, the work of the division includes ensuring that facilities, and the technologies used within, are developed in a culturally appropriate manner and facilitates a welcoming and culturally safe environment. This builds on the evidence that the physical space can itself be medicine.

The Director's role is to ensure the Optimal Healing Environment (OHE) is woven into the fabric of HSS infrastructure in the Northwest Territories, particularly concentrating on the integration of Indigenous culture and values, aspects often overlooked historically to the present. It is the ultimate responsibility that the Director mitigate and eliminate these effects to their fullest extent possible through the provision of critical Healthcare Infrastructure.

Dimensions

- Reporting positions (4 direct and 8 indirect)
- Compensation and Benefits \$1.65M



- Operations and Maintenance \$1.1M

Other key dimensions include:

- \$65 Million: Capital Budget (annual average for past 5 years for facility planning, design, and construction)
- \$5.5 Million: Capital Budget (medical equipment)
- 75+ health and social services facilities (\$1.2 Billion replacement value)
- 6,600+ pieces (\$63M Replacement Value) of Medical Equipment

RESPONSIBILITIES

1. Directs and leads the planning, coordination, and development of the ongoing long-term NWT health and social services system Infrastructure Plan, in order to guide the Department's Capital Planning, business planning, and program review processes, ensuring adequate, appropriate and sustainable infrastructure is available across the NWT for the delivery of health and social services programs.
2. Directs the development of needs assessments, operational plans, and functional programs for all proposed health and social services facility capital projects, to be put forward through the GNWT Peer Review process for consideration for inclusion in the GNWT Capital Plan, and to ensure HSS facilities in the NWT are in compliance with national standards and best practices in health care infrastructure design and meet stakeholder program requirements.
3. Directs the procurement and production of architectural, structural, civil, mechanical, and electrical design drawings for all GNWT HSS capital building projects, ensuring their contract drawing and specification documents adhere to all required codes and standards required by law, including, but not limited to the National Building Code of Canada and the National Fire Code of Canada.
4. Provides oversight and advice to consultants and other GNWT Departments, Agencies, and Authorities on the adherence to Infection Prevention and Control provisions required by HSS facilities in design, construction, or renovation, minimizing current and future risks of Hospital Acquired Infections (HIAs) of all NWT residents, patients, and staff at HSS facilities.
5. Responsible for the management and evaluation of the Capital Budget for the NWT Health and Social Services system, to ensure efficient and effective use of approved funding while working with the NTHSSA, TCSA, HRHSSA to implement and execute infrastructure initiatives that are approved within the Capital Budget.
6. Responsible for the production, revision, and maintenance of the GNWT HSS Capital 20-Year Needs Assessment through expert knowledge in the existing GNWT repertoire of healthcare infrastructure and their maintenance, inspection, and condition reports required to support and determine the annual production of the overall GNWT 5-Year Infrastructure Acquisition Plan, ensuring the short- and long-term achievement of strategies and priorities.



7. Engages in, supports and maintains membership on the Interdepartmental Working Group (IWG) for GNWT Capital Planning, providing expert oversight and development of the GNWT Infrastructure Acquisition Plan with the Financial Management Board and counterpart Directors of Infrastructure Planning with INF and other Departments, ensuring that all NWT capital projects are distributed by need across all NWT communities and regions for the provision of all public infrastructure for the residents of the NWT.
8. Defends the annual Capital Plan through immediate advisement and support to the Minister of Health and Social Services in the House of the Legislative Assembly during Committee of the Whole, ensuring the Minister has the required knowledge to positively and accurately respond to inquiry from the Members of the Legislative Assembly.
9. Directs the management of the Health Technology across the HSS System, ensuring that the planning and budgeting for critical Biomedical Health Equipment is aligned with national and international best practices, and completed in the most efficient and effective manner in the short and long term.
10. Responsible and accountable to ensure the provision of advanced engineering services to all GNWT HSS facilities and ancillary departments, boards and agencies whose facilities have Biomedical Health Technology requirements for the planning, procurement and full deployment of all health technologies in the systems (HSS, NTHSSA, TCSSA, HRHSSA, Department of Justice).
11. Directs the provision of culturally sensitive Healthcare facility designs, through an understanding and promotion of Indigenous traditional cultural practices and values, and expert knowledge of the deleterious effects of Colonialism on the health and culture of Indigenous Peoples through a legacy of oppression, systemic racism, and forced internment at Residential Schools and Indigenous Hospitals.
12. Directs the development of Health Technology territorial standards for utilization in the NWT Health and Social Services System, through expert knowledge of hospital Biomedical Health Technology equipment integration and application, as well as territorial trends and operational optimization.
13. Provides technical and design advice as a committee member on national boards for the creation, revision, and amendment of standards, particularly for the Canadian Standards Association Z8000, Z8002, Z8004, Z317.12, and Z257.19 Standards, amongst others, standardizing the design and operation of hospitals and long-term care facilities, implementation of health centre mechanical systems, infection prevention and control during construction, plumbing systems for hospitals, and climate change mitigation of hospital infrastructure, amongst others.
14. Responsible for the provision of long-term strategic leadership with respect to the delivery of the HSS infrastructure program to the Department and the HSS Authorities.



- 15.** Provides advice, recommendations, and support to the Minister, Deputy Minister, Assistant Deputy Minister, NTHSSA, HRHSSA, TCSA, and other GNWT Departments and Stakeholders, to contribute to and assist with system strategic planning discussion and analysis.
- 16.** Responds to Bring Forwards (BFs) and other information requests from the Premier and Minister in a timely and efficient manner, ensuring the provision of critical advice and information dissemination for critical decision making by Cabinet and the Legislative Assembly.
- 17.** Directs the management of and coordination of the HSS system (client) input into and monitoring of the capital planning and construction of HSS projects administered by the Department of Infrastructure, including design partnership, to ensure the infrastructure is constructed/renovated in accordance with the approved operational and functional plans, to meet the requirements of allied health practitioners and clients.
- 18.** Directs the planning and coordination of the post-occupancy operational and functional evaluations of HSS infrastructure, to provide input and advice for the future planning and development of NWT Health and Social Services infrastructure.
- 19.** Liaises with and advises the Executive Directors, Director of Informatics and Health Technology, and other stakeholders within the NTHSSA to ensure a holistic and strategic view on health technology infrastructure needs and enable strategic technology change across the department, ensuring compliance with regulatory requirements and accreditation standards, and to develop health technology plans to support changes and best practices in program delivery, and trends in health technology innovation.
- 20.** Directs the development, implementation, monitoring and evaluation of pro-active risk management policies and guidelines specifically related to health facility construction, renovation and maintenance and health technology management and planning.
- 21.** Prepares necessary reports and submissions for Ministerial use to support the mandate of the Department and the objectives of the NWT Health and Social Services System.
- 22.** Directs and provides strategic management, planning, and oversight of HSS Infrastructure leases for the Department and HSS Authorities, ensuring the most efficient and cost-effective provision of office space and space for the delivery of HSS services.
- 23.** Provides leadership, expert advice, and support to the HSS Authorities for facility operations of infrastructure projects through the coordination of the Capital Projects Operational Sub Committee.
- 24.** Directs and participates in actions to inform and educate consultants, community groups, agencies, and the GNWT about experience and knowledge gained, and provides advice on technical matter regarding their existing or planned HSS facilities.



25. Responsible for managing the Division's human and financial resources in an effective manner, ensuring an approach that is person-centered and service-focused, aligned with the principles and values of cultural safety, anti-racism and public participation, and consistent with the policies and procedures of the GNWT and the Department, and identifying opportunities for improvement where alignment is lacking. This includes ensuring completion of annual performance plans and evaluations of staff and ongoing provision of performance feedback and ensuring a culturally safe and respectful environment.
26. Responsible for maintaining effective relationships with senior health system representatives across Canada, representing the Department at various inter-Departmental, Territorial, and National Committees where the Department's perspectives can be promoted and advanced.
27. Upholds, promotes, and consistently practices diversity, inclusion, and Indigenous cultural anti-racist awareness, practicing and ensuring that subordinate management and supervisory roles also prioritize staff mentorship and train to advance including hiring practices.
28. Uphold and consistently practice personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace. Practice and ensure that any subordinate management and supervisory roles also prioritize staff mentorship and on-the-job training, including staff development in annual general objectives.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual conditions.

Sensory Demands

No unusual demands.

Mental Demands

The position is required to travel 6 to 8 times per year, for a few days to a week per occurrence.

There will be demands upon the incumbent by internal and external stakeholders to quickly develop solutions and achieve results.

There is a requirement of this position to negotiate a consensus among a variety of independent stakeholders in the health and social services system, including professional associations and



health and HSS Authorities and the public.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of project management of health facility planning theories and principles.
- Ability to apply technical knowledge in the areas of health facility functional programming, facility planning, architecture, engineering and design, in a health and/or social services setting.
- Knowledge of and/or the ability to acquire knowledge of cold climate utilities and building design and operation best practices.
- Knowledge of and/or the ability to acquire knowledge of health and social programs and services, including program requirements, workflow and patterns, facility technical/design standards and prevailing trends and practices.
- Knowledge of and/or the ability to acquire and apply knowledge of GNWT contract regulations and policies.
- Ability to utilize Northern construction techniques and project management knowledge.
- Ability to learn and apply GNWT Capital Planning processes.
- Ability to communicate clearly, both orally and in writing as well as in dealing with Committees of the Legislative Assembly, community and Indigenous Government representatives and the media.
- Ability to convey or solicit information related to projects and standards through a variety of means (e.g. decision items, financial management board submissions, briefing notes, project briefs, presentations) for diverse audiences.
- Organizational, time management and prioritization skills.
- Interpersonal, facilitation and communication skills.
- Negotiation, leadership, collaboration, human relations and management skills.
- Skills relating to managing human and financial resources, influencing and supporting change and encouraging innovative approaches to deliver outcomes.
- Ability to plan, organize and integrate resources and functions.
- Ability to lead and inspire diverse teams to achieve results and build organizational capacity for the future.
- Ability to understand, analyze and solve complex problems within the context of the role.
- Ability to acquire and apply knowledge of the people, culture, government and health and social services in the NWT, and its business and political environment.
- 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 degree in Engineering or Architecture and eight (8) years of relevant experience including three (3) years managing people and resources.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Incumbent must have Professional Engineer registration with NAPEG within 90 days of hire, or Architect Status in the NWT, as applicable.

Position Security

- ☐ 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