



Trenton Military Family Resource Centre (MFRC)

Internal and External Job Posting

POSITION: Healthcare Navigator
TYPE OF EMPLOYMENT: 1.0 FTE, Pay Level 11 (Special Project, 6 months)
RESPONSIBLE TO: Executive Director

Our Mission

Connecting and empowering our military community.

Our Vision

Where our military community feels welcome and supported.

General Position Overview

The Healthcare Navigator will require a thorough understanding of the unique and demanding challenges being faced by CAF families trying to access healthcare support in the local community. The Healthcare Navigator will be responsible for establishing a strong network of healthcare resources for military connected families and will provide information and education to service providers regarding the unique healthcare needs of military connected families.

Hours of Work

This is a full-time position at thirty-seven (37.5) hours per week, and the hours of work are structured based on the needs of the program and may include evening and weekend work as required.

Start Date: To be discussed.

Qualifications and Competencies

The Healthcare Navigator will:

- have a Bachelor of Science in Nursing or a Bachelor of Nursing from a recognized University.
- be registered with the College of Nurses of Ontario (CNO) as a Registered Nurse.
- have experience collaborating with healthcare community partners in developing and accessing support and resources for clients.
- have proven experience in the development and delivery of community education and resources.
- have the proven ability to provide case management support to families with complex healthcare needs.
- have a minimum of two (2) years of experience working within a community-based organization, or social service agency
- have a minimum of two (years) experience providing information and referral service.
- have an exceptional understanding of the unique military life-style issues facing CAF and Veterans and their families.
- have a thorough understanding of MFRC, Military and community organizations and resources, as they relate to healthcare, to appropriately provide referrals to services and supports for CAF Families.
- be fluent in oral and written English, fluency in French would be an asset.
- have a high degree of interpersonal and communication skills.
- have the ability to manage change and work effectively in a multi-disciplinary environment.
- be proficient in various computer applications and can adapt to new applications as they become available.
- have an approved criminal reference check and vulnerable sector screen.

If interested and qualified, please submit your resume to tamara.k@trentonmfr.ca no later than September 22nd, 2025

cc: Rabia Stobbart, Corinna Horsley

Posted: September 8th, 2025