



## FORT MCKAY FIRST NATION

P.O Box 5360, Fort McMurray AB T9H 3G4

Phone (780) 828-2430 Fax (780) 828-4680

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# ***JOB OPPORTUNITY***

## **Community Health Representative**

### **General Description:**

The **Fort McKay First Nation (FMFN)** is seeking a motivated and multitask-oriented individual who is flexible and works well in a team environment to fill the temporary part-time position of **Community Health Representative (CHR)** reporting directly to the Executive Director, Health, Governance & Administration. The Community Health Representative (CHR) is responsible for participating in the delivery of high standard Community Health, treatment and surveillance programs in order to provide quality health prevention and treatment in the community.

The Community Health Representative (CHR) will offer a broad range of community based activities that enhance the health and well-being of the Fort McKay First Nations community members. The CHR will focus on health promotion and injury/illness prevention and include such programs as maternal and infant health; diabetes prevention; child, adolescent, adult and elder health. The incumbent is also responsible for liaising between patients, families, the community and health care providers to ensure patients and families understand their conditions and treatment, and are receiving appropriate care

The CHR will work with health professionals to establish and maintain a positive approach to health through encouraging, teaching, supporting and promoting independence and personal responsibility for the health care of the members and their families. The goal is to promote individual healing and social development as well as community wellness regarding alcohol, drugs and other addictions. This is a temporary part-time position and is based on forty eight hours (48) hours bi-weekly.

### **Duties:**

- Assists with organizing health education workshops
- Conducts home visits to build relationships with community members and provide information and support
- Receives clients and their families at the Fort McKay Health Centre or screening site. Coordinates initial interview
- Gathers background information, and assists in the completion of various forms and applications
- Processes various applications to verify client information, checking data for accuracy and completeness.
- Assists with providing health promotion and injury prevention services such as prenatal classes, elders' luncheons or health fairs
- Helps prevent and control the spread of communicable diseases (for example, help promote immunization and manage outbreaks) and monitors clients who have chronic diseases
- Refers clients and families to appropriate resources and services, and help them overcome any access barriers
- Acts as a liaison and collaborate with community leaders, agencies and service providers
- Helps implement and evaluate community health plans
- Assists with coordinating or facilitating community health initiatives
- Monitors the safety of the community's water supply
- Provides information about personal hygiene, safe food handling, safe water quality and waste disposal

*We appreciate the interest of all applicants; only those selected for interviews will be contacted.*



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- Participates in the investigation of communicable disease outbreaks and provide information, screening and follow-up
  - Participates in housing inspections, emergency preparedness and disaster planning, and planning and monitoring special events (for example, PowWows, rodeos)
  - Translates or describe routine medical processes and procedures for clients, or interpret cultural practices or beliefs for health care professionals
  - Communication of general health, safety, personal hygiene, nutrition and communicable diseases to the community at large
  - Maintains and forwards statistical information of health care referrals
  - Assists in injury prevention programs and immunizations

### Preferred Qualifications Requirement:

- High school graduation or equivalent
- A course in Community Health
- Post-secondary education in Nursing or Health Related field preferred
- Two years of experience, one year of which is equivalent to a Community Health Representative
- Ability to speak Cree and or/ Dene considered an asset.

### Key Skills:

- Interest in community work, particularly the preventative and educational aspects of health care
- Ability to relate well to people of all ages, individually and in groups
- Ability to keep client information confidential.
- Excellent oral and written communication skills
- Ability to make decisions independently during home visits
- Excellent fact gathering and problem solving skills

### Location:

- Successful candidate will be required to live in (or relocate to) Fort McMurray, Alberta
- Monday-Friday work week will be in Fort McKay, Alberta
- This is not a fly-in-fly-out position

Note: Due to travel requirements, a valid driver's license and a clean driver's abstract is required.

**Closing Date: July 14, 2017**

**Please forward Resume and Cover Letter to:**

Attn: Human Resources

Fort McKay First Nation

P.O. Box 5360

Fort McMurray, AB T9H 3G4

E-mail: [fmfnemployment@fortmckay.com](mailto:fmfnemployment@fortmckay.com)

Fax: (780)828-4680

***Please ensure you indicate the job you are applying for***

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