



## Ginoogaming First Nation Job Description

### Ginoogaming First Nation

Position Title:

Community Health Support Worker

Department:

Health Department

Supervisor:

Health Director

Position Overview:

The Community Health Support Worker will provide a key role in planning, developing, and implementing health promotion and education activities, and act as an advocate and resource person in community member health.

General duties include:

#### Strategic and Operational Planning

- Prepares and delivers health promotion, education and preventative clinics, presentations, workshops and classes based on the health needs of the community.
- Provide activity reports, timesheets, written reports and other requests as required
- Preparation of monthly reports to ISC
- Assist with the coordination and delivery of other Health funding sources including; Aboriginal Health Babies Healthy Children, Aboriginal Diabetes Initiative, Gambling, Suicide Prevention, Maternal Child Health, Adult Learning Enrichment, Non-Insured Health Benefit, COHI etc.,
- Works closely with any relevant information from the Environment Health Officer on health safety concerns and safe water practices.
- Provides guidance and health advocacy services and referrals to the Community based on the availability of health services from all government agencies (federal, provincial, regional and local services) including Non Insured Health Benefits.
- Assists the Community Health Nurse and visiting health professionals such as Dilico and Matawa, pre-natal, childcare and preventative clinics, assessments and home-visits.
- Collects reports and data for rollup that is comprehensive, accurate and systematic
- Prepare quarterly reports for the Health Director
- Participate in regular Health Team meetings as required
- Liaise and interact with external governments, agencies, and native organizations on health matters impacting Ginoogaming First Nation
- Perform other job related duties as may be reasonably required by the Health Director

#### Working Relationships

- Community Members
- Health Director
- Band Manager, Chief and Council
- Dilico Primary Health Team
- Matawa Health Team
- BRS Manager
- NAADAP



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- Mental Health Services
- Family Well Being and Family Support Workers.
- Government agencies related to Health

Performs other duties and responsibilities as necessary in the performance of the position and as assigned by Chief and Council.

### Knowledge, Skills and Abilities:

- Familiar with the CHR position and related responsibilities.
- Proficient written and verbal communication skills
- Good relationship skills
- A positive role model able to perform employment related duties in a respectful, responsible and ethical manner
- Available to travel and work flexible hours in order to achieve the objectives of the program
- Computer literacy
- Ability to keep confidential records
- Ability to pass a criminal records check
- Effective verbal, presentation and listening communication skills
- Ability to speak Ojibway Language is a definite asset but not a requirement for the position

### Experience and Education Requirements:

- Grade 12
- Community College diploma with a health discipline an asset
- Previous experience in the health services sector an asset
- Must have current CPR, and First Aid
- A valid Ontario 'G' License, and access to own personal vehicle
- Computer skills with Microsoft word, excel, outlook, powerpoint and other related software programs

### Environmental Conditions (*optional*):

- Physical Effort: May include lifting, walking, bending and close involvement with patients.
- Physical Environment: Work area will be located at the GFN Medical Clinic.
- Sensory and Mental Attention: The environment may get busy and loud because the Medical Clinic is a hub for various health programs.

### Other Requirements:

- Professional appearance.
- Follow all GFN Policies and Procedures and display a commitment to the values and culture of the GFN.
- Ability to successfully and periodically undergo an appropriate criminal records review and police record check when required.
- Performs other duties and responsibilities as necessary in the performance of the position and as assigned by the department manager, Band Manager of Chief and Council.



## Ginoogaming First Nation Job Description

### Employee's Statement

I have been given the opportunity to read and comment on the content of this work description.

Name of Employee

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Signature

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Date

### Supervisor's Statement

This job description accurately describes the responsibilities assigned to this position.

Name of Supervisor

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Signature

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Date