



WOODLAND CREE HEALTH SERVICES
GENERAL DELIVERY CADOTTE LAKE, AB T0H 0N0
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POSITION TITLE: COMMUNITY HEALTH REPRESENTATIVE

SUPERVISOR POSITION: HEALTH DIRECTOR

SUMMARY:

The Community Health Representative (CHR) is a key member of the health team. The CHR works with internal and external health care providers to build capacity for healthy communities that address the spiritual, and physical, intellectual, social and emotional well-being of individuals, families and the community. Key roles and responsibilities include: promotion of wellness, protection of health and prevention of injury and illness.

Under the Alberta Health Profession Act, CHRs are defined as unregulated health care providers. The Woodland Cree CHR receives direction and supervision from the Health Director, and collaborates with all members of the Woodland Health Centre team. The CHR is responsible for following program areas: Communicable Disease Control and Immunization, Aboriginal Diabetes Initiative, School Health, Nutrition, Illness and Injury Prevention, and Health Centre Administration.

DUTIES AND RESPONSIBILITIES:

1. Health Promotion:

- a. Takes the lead in planning, implementing, coordinating, facilitating and evaluating program activities outlined in the community health team work plan.
- b. Provides health promotion activities with individuals, families, schools and community groups; including the preparation of learning objectives, lesson plans, learning activities; and incorporates an evaluation component.
- c. Addresses the determinants of health by promoting a holistic approach to healthy living, healthy behaviours, and a safe environment.
- d. Utilizes a range of health prevention awareness activities to individuals, families and the community to enhance community well-being.
- e. Provides accurate information and education to individuals, families and community on diseases, intentional and non-intentional injuries; implements effective preventative action to create awareness of, and to decrease the incidence of injuries.
- f. Develops and implements social marketing initiatives to enhance knowledge and increase awareness of programs, services, health conditions, risk factors and health events to the general population.
- g. Assesses, plans, designs and develops culturally appropriate health education resources.

2. Client Care:

- a. Coordinates screening programs and refers clients whose results are not in normal range to the registered nurse for further assessment:
- b. Preventive public health screening programs may include but not be limited to vision and hearing, child growth and development, reading tuberculin skin tests and obtaining sputum samples, blood glucose level, blood pressure and under the direction of the nurse in charge.

- c. Monitors community health clients for changes in health status, navigates clients to appropriate health services, refers for further assessment and provides follow-up care.
 - d. Plans, coordinates, educates and contacts clients regarding community health program services.
 - e. Advocates for clients in identifying, reducing and eliminating barriers to ensure quality care is received.
- 3. Emergency Response & Communicable Disease Prevention:**
- a. Is actively involved in communicable disease prevention, investigations, surveillance, contact tracing, treatment and follow-up as defined in the CHR Scope of Practice, Community Health Manual, and Tuberculosis Direct Observed Therapy Manual.
 - b. Is actively involved in the protection of the community in emergency preparedness, disaster planning and pandemic flu planning.
 - c. Works closely with the Environmental Health Officer (EHO) to minimize risks from environmental contaminants.
 - d. Works in partnership with the EHO in dog management, the promotion of food safety, housing and facility inspections, and ensures proper sanitation and sewage.
- 4. Community Advocacy:**
- a. Builds on community strengths and capacities to address determinants of health with specific populations and / or the community at large.
 - b. Implements community designed programs to promote wellness and healing; measures outcomes through program evaluations.
 - c. Works in collaboration with other health team members in the development and provision of community health care service and delivery.
 - d. Develops partnerships with community-based agencies and/or external health care providers to enhance delivery of services to clients.
- 5. Cultural Liaison:**
- a. Acts as a cultural liaison by interpreting language, medical procedures and terminology for clients.
 - b. Creates an awareness of First Nations cultural norms, values and beliefs for health care professionals.
 - c. In special circumstances may be required to escort a client to medical facilities outside the community.
- 6. Relationships:**
- The CHR is directly accountable to the Health Director in the fulfillment of the job function and will be called to collaborate with other Health Centre team members

SKILLS AND QUALIFICATIONS

General

- Certified CHR and /or acceptance into the training program within one year of employment.
- Grade 12 diploma preferred or equivalent.
- At least three years of prior community-based experience, or the equivalent combination of education and experience
- Competent computer skills: internet, e-mail and word processing
- Good oral and written communication skills.

Personal Suitability:

- Dependable and reliable

- Ability to work as part of the team.
- Demonstrates and maintains self-care and role-modelling
- Builds trust, rapport and advocates for client health care needs and services.
- Ability to initiate program activities with minimal supervision.
- Open to new ideas and receptive to change.
- Demonstrates effective interpersonal relations with community clients in program service and delivery.
- Knowledge of Indigenous culture, values and traditions
- Ability to speak Cree or another First Nations language would be an asset

Professional Development:

- Participates in yearly CHR skill enhancement training.
- Willingness to complete specialized training as required:
 - Transportation of Dangerous Goods (TDG)
 - Work Place Hazardous Material Information Systems (WHMIS)
 - First Aid and CPR.
- Takes responsibility to update and enhance skills and knowledge on emerging health issues to maintain competency.

Conditions of Employment:

- Willing, capable and flexible in working to meet the needs of the health department.
- Willing to sign an Oath of Confidentiality prior to commencing employment.
- A valid class 5 Alberta Driver's License
- Willing to provide a copy of your driver's license;
- Willing to provide an RCMP Police Information Check for review every 12 months;
- Willing to provide a Child Welfare Record Check for review every 12 months;
- Access to reliable transportation to meet the demands of the job.