



## BRIDGE RIVER INDIAN BAND

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### Job Posting

#### COMMUNITY HEALTH REPRESENTATIVE

*Fulltime*

Under the direction of Xwisten's Health Manager, the CHR is responsible for providing health promotion and prevention programs for Xwisten community members.

##### Responsibilities include:

- Performs all duties and responsibilities in accordance with the Xwisten policies, standards, and procedures, and as directed by the Health Manager
- Maintains confidentiality on all matters relating to the affairs of Xwisten
- Provides health care services through planned home visits, clinics, and educational workshops
- Provides clients with information and access to First Nations Health Benefits and Pharmacare coverage
- Organizes workload management and communication strategies that relate to the health programs
- Assessing community members health needs with the Xwisten Community Health Nurse
- Administration (Record Keeping/Information Flow): Maintains Xwisten client file system to ensure confidentiality of Health Files including Patient Files.
- Does referrals to other health professionals and service providers as required
- Completes reporting requirements as per FNHA policies and guidelines.
- Participates as a team member in planning community health plans, attend staff meetings, departmental planning sessions
- Acts as an advocate for families in need of health care services and encourages ownership and responsibility of the individual's health care needs
- Keep updated on the Health of Bridge River Community and its members.
- Performs other duties and responsibilities as necessary in the performance of the position, as assigned by the Health Manager. Ensure the Bridge River Community is informed on health issues (hold or promote attendance at health fairs, information sessions, workshops, testing, etc).
- Ensure all reporting requirements and funding agreements through First Nations Health Authority are adhered to.
- Administer the First Nations Health Programs you oversee:
  - Non-Insured Health Benefit (NIHB) Program
  - Canada Prenatal Nutrition Program
  - CHR
  - Water Sampling
  - AIDS/HIV
  - Diabetes
  - and other short-term funding programs as they arise.
- Assist and work with the other health departments, Ama7 Swa7, and Social Development, Recreation and Elders, to carry out programs for the community.
- You (and other Bridge River Staff Members) are not responsible for transporting community members to medical appointments.
- Other duties as assigned by Health Manager

##### Qualifications:

- Education & Training background in Health Field.
- Grade 12 with post-secondary education and Community Health Representative Certification.
- Knowledge of First Nations Health Authority, Interior Health Authority, Northern St'at'imc Health Outreach Services, and other health care providers of the surrounding communities is beneficial.
- Minimum of 3 years' experience working in the health field in a First Nations community or setting
- Knowledge of First Nations culture and traditions and history
- Good interpersonal and communication skills
- Leading a healthy lifestyle
- Excellent oral and written communication skills
- Strong Computer Skills Certification Training
- Must pass a criminal record check
- Must hold a valid B.C. driver's license
- Must have a reliable vehicle

Only those short listed will be contacted

Fax Cover Letter with referrals and Resume to:

Gary Forsyth, Band Administrator

Fax: 250-256-7999

Closing Deadline: Open Until Filled