



## JOB OPPORTUNITY

### Community Health Representative (CHR)

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<b>Date Reclassified:</b>	<b>June 17, 2023</b>
<b>Business Unit:</b>	<b>Metlakatla First Nation (MFN)</b>
<b>Location:</b>	<b>Metlakatla, British Columbia</b>
<b>Reporting to:</b>	<b>Director of Health</b>

Metlakatla First Nation has an immediate opening for a full-time Community Health Representative (CHR) in Metlakatla, British Columbia. As the successful candidate, you will work closely with the Community Nurse to establish community health priorities, including prevention, detection, assessment and treatment. The CHR is responsible for delivering high standard Community health, treatment and surveillance programs to provide quality health prevention and treatment in the community. Additionally, you will be responsible for liaising between patients, families, the community and healthcare providers to ensure patients and families understand their conditions and treatment. **Must be able to work occasionally in the evening and some weekends.**

#### Responsibilities:

##### Support and Liaison

- Assess, develop, deliver and evaluate the Home Care program in partnership with Health Centre staff, recommending program priorities and needed resources.
- Receive referrals for clients across the lifespan with varying health needs from institutions, community agencies and individuals. Act as a consultant and community resource person to facilitate access to services for eligible clients.
- Screen referrals for eligibility and suitability for admission to home care in accordance with policy guidelines.
- Use appropriate assessment tools while planning care with clients and families to meet the client's needs within the budgetary constraints of the program and current level of service.
- Facilitate and coordinate continuity of care, ensuring clients are part of the decision-making team and that appropriate information and care plans are clearly communicated to both formal and informal caregivers.
- Use culturally sensitive approaches to identify and address health concerns. Build on existing individual and family strengths to maintain and enhance good health practices.

##### Implement Plan of Care

- Establish and maintain close liaison with families, significant others, attending physicians and other healthcare providers involved in the client's care.
- Utilize communication, interpersonal and facilitation skills when conducting health assessments/reassessments with clients and families to develop care plans. Explain complicated medical health information as simply and clearly as possible while respecting individual/family values and sensitivities.
- Require written and analytic skills when preparing correspondence, client charting, teaching material and/or program reports for sharing information with clients, health professionals, co-workers, and/or managers. The writing complexity and vocabulary of correspondence may be adapted to ensure the reader understands the information being transmitted.
- Accept responsibility and demonstrate accountability for practice by recognizing limitations, exercising professional judgment and seeking consultation as needed.
- Consult and collaborate with other healthcare professional members of the team to ensure client care is appropriate and is directed towards the client's goals.
- Collaborate with Health Centre staff to address disaster planning and emergency preparedness.

##### Evaluate Care

- Complete appropriate program reporting templates as per program guidelines.
- Report and document client care, and its ongoing evaluation, in a clear, concise and timely manner, in the approved format, ensuring documentation meets the legal and medical requirements and provides continuity of care.
- Report potential or actual unsafe situations for clients to appropriate professionals.
- Advocate for individual and system-wide access to needed programs to deal with health issues. Promote healthy public policy.

# METLAKATLA FIRST NATION

## Education and Research

- Using principles of teaching and learning, provide health education to increase knowledge and develop life skills conducive to individuals, families and groups. Address clients' learning needs and select appropriate teaching/learning strategies.
- Contribute to home care nursing through role modelling, education and mentoring of students and colleagues.
- Pursue professional development relevant to practice context and utilize self-reflective practice to evaluate own care.
- Obtain information relevant to the care of identified population (e.g., specific to the client, general health education material, etc.) from individuals, families, community leadership or health practitioners and disseminate the information to be easily understood.

## Organizational Responsibilities

- Organize and implement preventative health care gatherings, workshops, and information sessions.
- Work collaboratively with home care workers.
- Review case workload bi-weekly to determine priorities and make appropriate referrals.
- Maintain confidentiality as per policy guidelines.
- Adheres to Health Centre standards, policies and procedures.
- Coordinate staff development sessions and participate in further education as required.
- Participate in the planning, development and evaluation of the Home Care Program.
- Bring to the attention of the Director of Health and/or the Executive Director if practices are inconsistent with the current knowledge of acceptable professional standards.

## Intellectual Skill

- Knowledge of home care program concepts, principles, practices and theories.
- Knowledge of homecare best practices and updates the program accordingly.
- Knowledge of broad determinants of health with a focus on the needs of Metlakatla members (income, social support, housing, clean water etc.).
- Knowledge of First Nation cultures and history and understanding how these unique cultures impact communication patterns, attitudes and approaches to health issues.

## Required Knowledge, Skills and Abilities:

- A Certificate or Diploma in Health Sciences.
- Experience in community health is an asset.
- Experience working with multi-disciplinary and inter-disciplinary teams. Strong knowledge and understanding of the Tsimshian people are a definite asset.
- Knowledge of concepts, principles, practices and theories of community health. Evidence of commitment to ongoing professional development.
- Excellent organizational, communication, and interpersonal skills. Ability to communicate effectively verbally and in writing.
- Ability to plan, coordinate and take the initiative and be self-directed. Current CPR.
- A valid driver's license.
- Able to work a flexible 35 hours per week as set by the Director of Health in response to community needs.
- Physical capabilities to perform the duties of the position. Some travel will be required.

## Working Conditions

- Interact with residents, family members, staff, visitors and government agencies/personnel under all circumstances, which may be traumatic; manual dexterity is required to use desktop computers and peripherals.
- Intermittent physical activity, including walking, standing, sitting, lifting and supporting patients.

## Submission Deadline:

- Open until filled.
- We invite all interested parties to reply in the strictest confidence to the Director of Human Resources: [hr@metlakatla.ca](mailto:hr@metlakatla.ca).