



# ʔakisq̓nuk First Nation

## POSITION DESCRIPTION

*This position description describes the principal duties and responsibilities of this position and does not imply that they are the only duties and responsibilities to be performed.*

**POSITION TITLE:** Community Wellness Facilitator

**DATE:** May 2022

**PROGRAM:** Member Services

**REPORTING TO:** Health Manager

### OVERVIEW

ʔakisq̓nuk First Nation ("AFN") is a member Community of the *Ktunaxa Nation*. AFN Administration exists for the Community and is comprised of different departments unified by our Vision, Mission, and Values. The AFN departments work together to achieve our goals and objectives as set out in our long and short term strategic plans. We continue to progress and move our community forward toward our Vision.

### POSITION SUMMARY

The Akisq̓nuk Community Wellness Facilitator works one-on-one with individuals and families that require support and assistance with their wellness and recovery. The position organizes and facilitates programs, workshops, activities and presentations that will increase awareness and understanding of such issues as lateral kindness and lateral violence; respectful relationships and domestic violence; and substance use and addictions.

### STRATEGIC PLANNING

Identify, as part of the overall health operations workplan, any obstacles and / or challenges which may be hindering AFN's ability in servicing the AFN community from a healthcare point of view. Establish programs and sessions where community members are trustful and comfortable from the services provided by the Community Wellness Facilitator.

### FINANCIAL

An understanding of the costs related to any agreements and service contracts that are associated with the health operations at AFN. Administering and assessing the need of external health services provided to AFN and preparing invoices and payment requisitions accordingly.

## **COMMUNICATION**

Strong communication skills including reading, writing, oral and public speaking, vocabulary, listening and interpretation. Emotional intelligence is a key measurable success factor for the Community Wellness Facilitator. Treating community members equitably and with respect to their privacy and unique health needs.

## **KEY RESPONSIBILITIES**

- Assessing clients and developing treatment plans, including goals, timeframes, follow-up and self-care
- Providing culturally appropriate programs to educate and promote addictions awareness and addiction-free lifestyles
- Developing cultural curriculum and promoting a holistic approach to connecting members to their community and their identity to help with addiction. This will include the Spiritual aspects of healing, including sweat lodges, ceremony, harvesting and community service work
- Assisting in hosting community wellness celebrations for individuals and families making healthy lifestyle choices in terms of addictions and healing, while using the opportunity to help individuals or families create individual Wellness Plans
- Creating a “Back to Work” Program, in conjunction with Human Resources, that engages and assists individuals with mental health and addiction barriers. This includes developing a holistic care plan that allows for people in recovery to access part-time work and continue with self-care as they are on their healing journey.
- Strategizing and engaging the community on how to better assist people in recovery who are returning to the community. This includes developing after-care programs from treatment – for families and for people in recovery.
- Encouraging, supporting and facilitating the community to celebrate Ktunaxa ceremony in a drug and alcohol-free environment.
- Engaging, educating, and encouraging community members to make healthy lifestyle choices.
- Measuring outcomes and providing written reports as required.
- Monitoring and maintaining member files in accordance with First Nations Health Authority (“FNHA”) guidelines.
- Identify gaps in service to Director of Member Services and Health Manager to create action planning items wherever appropriate.
- Completing risk assessments in the workplace and reporting on any possible hazardous risks which may affect the health and safety of community members utilizing the community’s health services.
- Transportation of patients using a company vehicle as and when required.
- Possibility of weekends and on call rotation when the need arises, or during emergency circumstances.

## **WORKING CONDITIONS**

- Corporate office environment.
- Health centre with medical facilities adhering to FNHA and Interior Health regulations.
- Ability to understand and work toward maintaining scope of practice protocols.
- Working closely with AFN's on-site Registered Nurse.

## **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Possess a degree level qualification in social work, health, counselling or associated field or equivalent education and experience.
- Two years recent experience working in an environment with Aboriginal people.
- Minimum two years related experience in a mental health and substance use environment or an equivalent combination of education, training and experience.
- Counselling experience in a First Nation's context.
- Group facilitation experience in both traditional First Nation's approaches and mainstream approaches.
- Experience working with all age groups and genders.
- Practice in holistic , trauma-informed, client-centred and culturally safe paradigm.
- Excellent communication skills and cross-cultural communication experience.
- Excellent computer knowledge, filing, record keeping with a commitment to client confidentiality.
- Possess a valid BC Driver's license and have access to reliable transportation.
- Maintain an acceptable Criminal Record Check.
- Be knowledgeable of Ktunaxa traditions and culture or be willing to learn.
- Be able to work both independently and as a team member.

## **GENERAL STATEMENT**

The core of our business is serving the AFN Community and the Ktunaxa Nation overall. Therefore, anyone who joins the organization should have an understanding of AFN and/or the Ktunaxa Nation. This understanding can be gained from being a member of the AFN Community and/or the Ktunaxa Nation, being from AFN or Ktunaxa ancestry, or from working with the Community and/or the Nation. If a person looking to join the AFN Organization does not currently possess this understanding of the Community or Nation, they must demonstrate a genuine interest to learn more and stay informed about the culture to gain a greater understanding.