



**WOODLAND CREE HEALTH SERVICES**  
**GENERAL DELIVERY CADOTTE LAKE, AB T0H 0N0**  
**PH (780) 629-8963 FAX (780) 629-3879**

## **Temporary Full Time Job Opportunity Community Health Representative (CHR)**

### **SUMMARY**

Community Health Representatives, as members of the health team have key roles and responsibilities that include: promotion of wellness, protection of health and prevention of injury and illness. Community Health Representative work 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. Community Health Representative (C.H.R.) under the Alberta Health Profession Act are defined as unregulated health care providers. C.H.R.'s receive direction and supervision in their work from two sources. The Community Health Representative practice is under the functional supervision of the Nurse In Charge. Direct supervision of administrative policy and procedures are provided by the Health Director.

The Community Health Representative roles and responsibilities include the following key activities: Health Promotion, Client Care, Health Protection, Community Advocacy and Cultural Liaison.

- a. Takes part as a team member in assessing, planning, developing, 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. Conducts primary, secondary and tertiary preventive services, provide care and support to clients, families and the community.
- g. Carries out screening programs and refers clients whose results are not in normal range to the registered nurse for further assessment:
- h. 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, the CHR may perform additional basic screening procedures with appropriate training and demonstrated competency.
- i. Monitors community health clients for changes in health status, navigates clients to appropriate health services, refers for further assessment and provides follow-up care.



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- j. Plans, coordinates, educates and contacts clients regarding community health program services.
- k. Advocates for clients in identifying, reducing and eliminating barriers to ensure quality care is received.
- l. Monitors and reports on the safety of the community water supply by doing routine water sampling according to the Community- based Water Quality Manual and the Canadian Drinking Water Guidelines.
- m. 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.
- n. Is actively involved in the protection of the community in emergency preparedness, disaster planning and pandemic flu planning.
- o. Works closely with the Environmental Health Officer (EHO) to minimize risks from environmental contaminants.
- p. Works in partnership with the EHO in dog management, the promotion of food safety, housing and facility inspections, and ensures proper sanitation and sewage.
- q. Builds on community strengths and capacities to address determinants of health with specific populations and / or the community at large.
- r. Implements community designed programs to promote wellness and healing; measures outcomes through program evaluations.
- s. Works in collaboration with other health team members in the development and provision of community health care service and delivery.
- t. Acts as a cultural liaison by interpreting language, medical procedures and terminology for clients.
- u. Creates an awareness of First Nations cultural norms, values and beliefs for health care professionals.
- v. In special circumstances may be required to escort a client to medical facilities outside the community.
- w. Meets legal charting requirements by documenting in the clients health record, all home visits and services provided.
- x. Submits designated CHR Activity Reports as per local policies and procedures.

## **Statement of Qualifications**

### **Education:**

- Community Health Representative Certificate or acceptance into the CHR training program at Portage College within 1 year of employment.
- Grade 12 diploma preferred or equivalent.
- Mature status with suitable education and experience.
- Basic computer skills; internet, e mail and word processing would be an asset.

### **Position Requirement:**

- Certified CHR and /or acceptance into the training program within one year of employment.
- Good oral and written communication skills.
- Transportation of Dangerous Goods (TDG) certification
- Work Place Hazardous Material Information Systems (WHMIS) certification.



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- First Aid and CPR.

**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.
- Proficient in oral and written communication as required in the health team work setting.
- Ability to speak a First Nations language would be an asset
- Knowledge of Aboriginal Culture, Values and Traditions would be an asset

**Professional Development:**

- Participates in yearly CHR skill enhancement training.
- Participates specialized training as required.
- 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 Drivers 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;
- The ability to work well as a team member
- The ability to speak/understand Cree is an asset
- Reliable transportation to meet the demands of the job.

**Position is open until a suitable Candidate is Found**

**Please submit Resumes to:**

**Deny Thomas, Health Director at [healthdirector@woodlandhealth.ca](mailto:healthdirector@woodlandhealth.ca); or fax to the Woodland Cree First Nation Health Centre at (780) 629-3879.**

*We thank all who applied for the position but only those who qualify will be contacted for an interview.*