



## First Nation of Na-Cho Nyäk Dun EMPLOYMENT OPPORTUNITY

**COMPETITION #: 9130-23-407-36**

**Position:** **WELLNESS COMMUNITY SUPPORT WORKER**

**Department:** Wellness and Social Programs

**Location:** Government House, Mayo, Yukon

**Status:** Regular Indeterminate

**Hours:** 75 Hours Bi-Weekly

**Posting Date:** November 21, 2023

**Closing Date:** December 6, 2023

**Job Description:** <https://www.nndfn.com>

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### THE OPPORTUNITY

This is an opportunity to assist in the planning, coordination and implementation of the community wellness initiative programming and services for our community within a new department structure. It is a position that liaises inter-departmentally with FNNND, wellness and health professionals and other government and non-governmental resource agencies to initiate programs and support, such as, endorsing counsel referrals, drug and alcohol prevention, treatment and rehabilitation programming, family violence prevention programming, education awareness initiatives, land-based community programming for all age groups and programs and services on traditional teachings working with Elders and community.

### THE PERSON

This person leads a healthy, substance free lifestyle with charisma that can foster trust and confidentiality in a small community. You have the ability to cope with stressful situations with citizens in distress and able to handle situations sensitively in confidence and empathy as you liaise with others to help find the person resources in health and social services and programs. Your knowledge of the traditions of Yukon First Nations and FNNND citizens on spiritual beliefs and traditional healing practices and understanding of the roles within first nation communities will gain you great success in being able to relate to your clients. You enjoy communicating and have the desire to see positive change in the community, prioritizing and supporting wellness initiatives and activities with a cultural approach in addressing health and social issues.

### QUALIFICATIONS

The ideal candidate will have Grade 12 or GED Equivalency and/ or administrative experience working in the health field in a First Nation environment. You must have good computer skills (Microsoft Office) and familiar working with office equipment. You will be required to have a Class 5 Drivers License, a Vulnerable Sector Check and willing to attain Standard First Aid CPR certification.

**ANNUAL SALARY RANGE:** \$59, 599.00 – \$78, 500.00 per year [\$30.46 – \$40.12 per hour]

The FNNND offers a competitive benefits package including shared pension contributions, extended health, and dental plan.

If you are interested in this opportunity, please inquiries and resumes to:

Ronalda Moses  
Human Resources Adviser  
First Nation of Na-Cho Nyäk Dun  
Box 220, Mayo, Yukon Y0B 1M0  
E-mail: [hr@nndfn.com](mailto:hr@nndfn.com)

**Please note:** *In order for your application to be considered you must be a resident of Canada. Preference will be given to First Nation of Na-Cho Nyäk Dun Citizens. Although we thank all those who apply only those selected for further consideration will be contacted.*

## **FIRST NATION OF NACHO NYAK DUN (FNNND)**

**POSITION TITLE:** Wellness Community Support Worker  
**DEPARTMENT:** Wellness and Social Programs  
**SUPERVISOR:** Director, Wellness and Social Programs  
**DATE:** March 2023  
**STATUS:** Regular Indeterminate  
**CLASSIFICATION:** Level 5

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### **Job Summary**

Reporting to the Director, Wellness and Social Programs, the Wellness Community Support Worker (WCSW) is responsible for assisting in the planning, coordinating and organization of community wellness programs and services. The incumbent will liaise with professional wellness contractors, FNNND departments and other government and non-governmental resource agencies, as directed by the supervisor. Programs may include: counsel referrals, drug and alcohol prevention, treatment and rehabilitation programming, family violence prevention programming; education awareness initiatives, land-based community programming for all age groups and programs and services on traditional teachings working with Elders.

### **Main Duties**

- Liaise and assist in wellness program(s) support and delivery;
- Assist professional services contractors in liaising with FNNND citizens and community members in wellness awareness, promotion and participation;
- Assist in the planning and organization of drug and alcohol prevention programming, which may include education workshops, short courses, and land-based programming;
- Liaise with FNNND citizens and community members in seeking resources for wellness support (i.e. substance abuse, parenting support, grieving, etc.);
- Liaise with community support group activities (i.e. AA, Alanon, Alateen), healing circles, setting-up buddy systems, education workshops, and encouraging community member involvement with community programs and recreational activities;
- Able to provide a support system by way of connecting with citizens and community members in wellness successes and offers a support connection;
- Participate in training to learn skills needed to facilitate successful support groups (i.e. awareness of in-group dynamics, containment skills, dealing with angry people, and support techniques that are based on an empowerment model);
- Liaise and participate with other FNNND staff, other government and non-governmental agency staff in the wellness priorities and activities plan, assessing community needs and resources, etc.;
- Liaise with wellness designates in health and justice personnel and inter-departments of local culture and traditions and advising them about appropriate cultural approaches to addressing health and social issues;

- Attend staff meetings, special planning groups, or inter-agency meetings, as required;
- Ensure that information acquired through the activities of the position is held in the strictest of confidence; and
- Other duties as required.

### **KNOWLEDGE AND SKILLS**

- Education and experience: Grade 12 or GED Equivalency and/ or administrative experience working in the health field in a First Nation environment;
- Must have computer skills (Microsoft Office) and familiar with office equipment;
- Must have organizational and time management skills;
- Must have good record keeping and reporting skills;
- Ability to take initiative to work independently and work as a part of a team;
- Ability to be motivated, creative and visionary to promote community wellness programs, services, activities and events to the community to gain buy-in;
- Ability to maintain strict confidentiality;
- Ability to research resources for citizen and community member needs (i.e. researching information from the internet, local community and territorial/ provincial information resources);
- Knowledge of the traditions of Yukon First Nations and FNNND citizens is important, including knowledge of spiritual beliefs and traditional healing practices and understanding the role of Elders in First Nation communities;
- Knowledge of health and social services and programs provided to and by First Nations; and
- Ability to cope with stressful situations with people in distress and being able to handle situations sensitively with the ability to foster trust and empathy in confidence.

### **Interpersonal Skills:**

- Ability to work effectively with citizens and community members;
- Ability to establish effective working relationships and communicate with community members, staff, health and social officials, and members of external agencies and governments;
- Ability to demonstrate conflict resolution skills and assist in crisis situations in a calm manner; and
- Ability to act as a positive role model for community members demonstrating the practice of a healthy lifestyle, including demonstrating stability, maturity, integrity and sobriety in the workplace.

### **DECISION MAKING**

The position reports to the supervisor and advises when issues or concerns arise that may adversely impact wellness programming initiative or the wellbeing of citizens or community members that needs to be managed based on crisis needs. The position may participate in case management and works cooperatively with others in the best interests of the citizens and community members.

## **IMPACT/ACCOUNTABILITY**

This position is accountable for liaising and participating in community wellness initiative programming for FNNND citizens and community members. The activities of the position directly impacts the well-being and self-sufficiency of FNNND citizens and community members.

## **WORKING CONDITIONS**

There may be requirement for travel within the community and occasional travel outside the community.

### Physical Effort:

- Sitting, walking, driving, and standing.

### Physical Hazards:

- May be exposed to harsh weather and road conditions
- Inconsistent and varied work locations
- Unsanitary/infectious home conditions (i.e. home visits)
- Possible unpredictable behaviours of the public

### Spiritual Stress:

May arise as many high risk clients are struggling with their own spirituality, beliefs and values that may be inconsistent within the home

### Emotional and Mental Stress:

May arise due to the following conditions which are normal and expected in dealing with citizens and community members:

- high level of emotion
- high level of conflict situations in personal lives
- high level of dissatisfaction
- constant interruptions on an on-needed basis
- potential physical abuse
- potential abuse present homes
- grieving issues

## **CONDITIONS OF EMPLOYMENT**

- Encouraged applicants should preferably lead a healthy, substance free lifestyle that has charisma to be able to foster trust and confidentiality;
- Position requires tact, diplomacy and discretion while dealing with sensitive information in a confidential environment;
- Valid Class 5 Yukon Driver's License and Drivers Abstract;
- Criminal Record Check; and
- Standard First Aid or willing to attain.

**POSITION APPROVAL**

We approve the position as representative of the work to be performed and that the responsibility and authority levels identified have been delegated to this position.

\_\_\_\_\_  
Gwen Gillan  
Director, Wellness and Social Programs

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Date

\_\_\_\_\_  
Karen Clark-Marlow  
Director, Human Resources and Capacity

\_\_\_\_\_  
Date

I have read the position description and understand that it is a general description of the duties assigned to the position occupied by me.

\_\_\_\_\_  
Doug Van Bibber

\_\_\_\_\_  
Date