

## CHAMPAGNE AND AISHIHIK FIRST NATIONS

**Identification:** Community Support Worker  
**Department:** Community Wellness  
**Supervisor:** Wellness Manager  
**Date:** August 2019  
**Wage Level:** 6  
**Status:** Term Full-time to March 31, 2020

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A. **Job Summary:**

Reporting to the Wellness Supports Manager, this position works with CAFN families & Citizens to provide support and access to culturally relevant programs and activities to promote healing, wellness and community cohesion. This position collaborates with both the Wellness, Cultural & Family Support teams and plays a role in creating connections and support between the traditional teachings (Dän K'e) and spiritual, mental, emotional and physical healing and wellbeing.

B. **Main Duties:**

Seek to improve access to wellness services and support and collaborate together with the CAFN Wellness & Cultural Support team to connect families to cultural appropriate wellness activities and supports.

**Family & Cultural Activities & Support**

- Organize and participate in cultural and family activities for CAFN Citizens within the community
- Connect families and citizens with existing wellness services and supports that are available within CAFN and other governments.
- Assist and collaborate with CAFN Family Support Worker, Cultural Support Workers and Case Managers with supporting families in need of wellness and/or cultural support.
- Advocate on behalf of the citizen when appropriate and refer to services that are available.

**Performs other duties as required:**

- Assist families & Citizens with access to programs and services, food bank and other wellness services.
- Attending regular Community Wellness Dept. meetings as requested.
- Document client engagement as required and provide regular reporting to the Program Manager.
- Track mileage, fuel and trips in a log and provide this log to the Program Manager on a weekly basis.
- Complete any other required reports or administrative tasks as requested.
- Other related duties as required or requested by Program Manager or Director.

C. **Job Knowledge and Skills**

**Education and Experience:**

Successful completion of high school is desired but not a requirement.

- Knowledge of Dän K'e way is a must
- Experience in supporting families with cultural and wellness activities
- Experience working in a First Nation community is an asset.
- Experience with food preparation and driving clients is an asset

**Job Knowledge:**

Knowledge and understanding of principle teachings associated with Indigenous culture and heritage, for example: medicine wheel teachings and traditional parenting;

Knowledge and understanding of Indigenous Peoples history with socio-economic challenges;

Knowledge of the history and culture of the Champagne and Aishihik First Nation community and family structures and dynamics;

Knowledge of relevant CAFN land based practices is required

**Interpersonal Skills:**

Ability to resolve conflicts and to mediate

Ability to motivate families to participate in activities

Ability to foster trust and acceptance at a community level

Ability to demonstrate stability, maturity and integrity

Ability to maintain a professional attitude

Ability to deal effectively with authority figures, colleagues, clients, etc.

D. **Decision Making:**

This position works independently and with very little supervision. The role must be able to discern safety concerns and make appropriate decisions, always keeping personal and citizen safety as the top priority.

E. **Impact/Accountability:**

The work of the position is evaluated on the effectiveness of the role. Assisting and supporting Citizens and their families with activities regarding their wellbeing is a high impact responsibility, with positive effects on the citizen, their family and the community as a whole.

F. **Positions Supervised:**

None

G. **Working Conditions:**

This position is based outside of an office environment. The majority of working time is spent working with citizens & their families either in their homes, out in the community or out on the land. Some time may be spent participating in community wide cultural & family events, both indoors and outdoors.

H. **Conditions of Employment**

- Standard First Aid Certification (current)
- Class 5 driver's License with Clear Drivers Abstract. Class 4 Driver's license would be an asset
- Clear Criminal Records Check
- Food Safe level 1
- Willing and able to occasionally travel to other CAFN communities
- Willingness to work evenings and/or weekends, as required
- Extended workdays may be required to accomplish tasks and meet workload demands during peak periods, as directed
- Mandatory confidentiality is a condition of employment for all CAFN personnel
- All Champagne and Aishihik First Nations employees are expected to conduct their duties in a harmonious and cooperative manner intended to enhance the First Nations efforts to build a strong and prosperous Government.

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I approve this position description as being representative of the work I require to be performed and that the responsibility and authority levels identified have been delegated to this position. This job description has been designed to indicate the general nature and level of work to be performed by the employee. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities assigned to this job.

\_\_\_\_\_  
Director, Human Resources

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Date

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Senior Director, Citizen Services

\_\_\_\_\_  
Date

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Director, Community Wellness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date