

# JOB OPPORTUNITY

## Sagkeeng Anicinabe Government is looking for a Community Health Representative (CHR)

*The Community Health Representative (CHR) is responsible for participating in the delivery of high standard Community Health care while championing treatment and surveillance programs in order to provide quality health prevention and treatment in the community. As a member of the Community Health team, they are also responsible for liaising between patients, families, their community and health care providers to ensure patients and families understand their conditions and treatment and are appropriate care.*

### DUTIES:

- Support community members with monitoring their personal health and to take preventive measures,
- Conduct home visits to provide health education, and maintain health surveillance and report to primary health provider,
- Organize and lead community outreach activities focussed on chronic conditions,
- Assume a leadership role in Emergency Preparedness and response activities,
- Coordinate daily patient transportation schedules,
- Educate community on available health programs, policies and procedures,
- Assist patients with seeking and applying for services through other resource agencies; acts as an advocate to communicate the needs of patients, Makes referrals to providers for family meetings, elder abuse cases and other patient concerns,
- Takes a leadership role in the use and promotion of Telehealth services
- Organize and provide regular community health promotion and disease prevention activities
- Enter patient specific data such as visits, immunizations, etc. into official patient records,
- Prepare various reports as required,
- Complete other tasks as assigned.

### QUALIFICATIONS:

- High School Diploma or GED;
- CPR/First Aid Certification,
- Knowledge of First Nation communities, social and health services and challenges/ opportunities unique to First Nation communities, programs and services,
- Experience with computer programs including Word, Excel and PowerPoint,
- Must be self-directed and have demonstrated organizational skills,
- Demonstrated effective problem solving, organizational skills and the ability to work both independently and as part of a health care team;
- Excellent verbal and written communication skills communications skills;
- Ability to develop and maintain positive working relationships with co-workers and clients;
- Valid Manitoba driver's license and clear driving record.
- Possess a vehicle they can use to visit clients.
- Preference will be given to persons of aboriginal ancestry with priority given to Sagkeeng Band Members.



**Application deadline:  
February 26, 2019**

### Applicants MUST submit:

- Cover letter/ résumé
- Current criminal record check
- Vulnerable sectors check
- Child abuse registry (or proof of application)

### Attention to:

HR Manager  
Sagkeeng Government Office  
Box 3, Fort Alexander, MB  
R0E 0P0

Cover letters and résumés can be mailed to the above address or emailed to [jobs@sagkeeng.ca](mailto:jobs@sagkeeng.ca), or dropped off at the Sagkeeng Government Office.

**LATE SUBMISSIONS WILL  
NOT BE ACCEPTED UNDER  
ANY CIRCUMSTANCES**

PLEASE BE ADVISED THAT  
ONLY THOSE SELECTED FOR  
AN INTERVIEW WILL BE  
CONTACTED