



KWAKIUTL BAND COUNCIL

KBC Community Health Nurse: Job Posting

Kwakiutl Band Council (KBC) is seeking a **part--time qualified (0.8 FTE) experienced Community Health Nurse** (aka Public Health Nurse) to work at the Health Centre in Fort Rupert – just outside of Port Hardy, BC. Salary to commensurate with experience. The Community Health Nurse's (CHN) position focuses on preventative health strategies to promote the health and well-being of individuals, the family and community by: assessing development, health, wellness, financial and social status, and determining risk factors; providing counseling, evaluation, health & wellness education and follow-up; promoting communicable disease control in the general population; developing partnerships to provide professional collaboration and consultation; assisting in the development of policies and action plans in the community; and acting as a health & wellness advocate.

It is paramount that all positions within the health team strive to communicate and serve the Kwakiutl people in a manner that respects, enhances and promotes the cultural identity and well-being of both the individual and the health care providers. Applicants are encouraged to re view the job description for more details on this.

Applicants must have a Baccalaureate Degree in Nursing with current registration (RN) as a member in good standing with the Registered Nurses Association of British Columbia (RNABC). Applicants are strongly encouraged to review the job description prior to applying. For those interested, please submit a cover letter, 3 references, and a resume **no later than midnight, February 22, 2015** to Marie Hunt, Health Director, PO Box 2220, Port Hardy, BC V0N 2P0, or via email to marie.hunt@kwakiutl.bc.ca or fax (250) 902-2246. Preference may be given to qualified applicants who are of Aboriginal ancestry and applicants with one or more years of direct CHN experience. We regret that only those selected for an interview will be contacted. We thank all applicants for their interest.



KWAKIUTL BAND COUNCIL: CHN JOB DESCRIPTION

JOB TITLE: Community Health Nurse **Reports To:** Health Director

Program / Department: Health

Work Location: various locations in the community

JOB SUMMARY: Part-time (0.8 FTE) Reporting to the Health Director, this position focuses on preventative health strategies to promote the health and well-being of individuals, the family and community by: assessing development, health, wellness, financial and social status, and determining risk factors; providing counseling, evaluation, health & wellness education and follow-up; promoting communicable disease control in the general population; developing partnerships to provide professional collaboration and consultation; assisting in the development of policies and action plans in the community; and acting as a health & wellness advocate.

Cultural Safety:

It is paramount that all positions within the health team strive to communicate and serve the Kwakiutl people in a manner that respects, enhances and promotes the cultural identity and well-being of both the individual and the health care providers. This position will strive for cultural safety by:

- gaining cultural awareness and cultural sensitivity;
- Understanding and complying with any Kwakiutl policies or position statements on “cultural safety” (and ensuring it is reflected in individual training / professional development plans);
- Ensuring that plans, policies and activities undertaken promote the holistic health and well-being of the Kwakiutl in a way that incorporates and promotes the cultural aspects of the Kwakiutl people and traditions; and
- Overall, assisting in the articulation and establishment of cultural influence expectations in the Kwakiutl Health Centre planning and day-to-day operations.

DUTIES / RESPONSIBILITIES:

1. Assists in the planning, implementation and evaluation of a comprehensive community and family centered preventative health and wellness service, based on the needs of the community and at risk population groups, in order to promote healthy life styles, wellness and prevent disease. Services are provided in a variety of settings such as home, school, clinic, etc. Specific Public Health Programs may include Well Adult, Well Child, Prenatal, School, Communicable Disease, Geriatric and Chronic Disease. Services are provided by:

- promoting maintenance of health, wellness and safety in homes, schools, residences and at-risk clients’ environments;
- providing counseling and health & wellness education (informal and formal) for individuals of all age groups on healthy lifestyles: including topics such as wellness, nutrition, prenatal health, growth and development, first aid, child care;

- Conducting clinics to screen for at risk conditions i.e. preschool screening, vision & hearing screening at school, community hypertension screening, diabetes and monthly footcare;
 - controlling communicable diseases through follow-up of STD, tuberculosis and other communicable disease contact; includes case finding; counseling; immunizing; coordinating or conducting diagnostic tests (e.g., skin test, x-rays); and providing public education
 - supervising and following up clients on long-term drug therapy for tuberculosis and other communicable diseases;
 - assessing health & wellness status of clients by examination/assessment and in consultation with the individual and/or family, deciding on and initiating action to meet health & wellness needs;
 - liaising with, and making referrals to other community agencies, teachers, doctors, specialists or relevant helping persons;
 - following up health-related referrals received from doctors, hospitals, schools or other community agencies/individuals, and taking appropriate action;
 - initiating and maintaining chart documentation to record pertinent information and preserve continuity of care;
 - evaluating effectiveness of health & wellness teaching and revising strategies as required
 - researching, preparing and/or acquiring audio visual aids and other resource materials suitable for community and health department needs
2. Assists in planning, developing and implementing community health & wellness education and health & wellness promotion programs and activities, by:
- developing and maintaining effective working relationships with health care policy makers (e.g., local government, agencies, hospitals) to ensure inclusion of community and at-risk client needs in policy planning and decision making;
 - providing information and assistance as a resource person to schools, other internal departments, and co-workers;
 - encouraging and assisting the community as a whole, as well as groups and individuals, to identify health & wellness needs, establish priorities, implement and follow-up action plans, and evaluate results;
 - Providing specific group health & wellness education sessions and/or assisting others to provide health & wellness education sessions.
3. Assists in program management and administration of the health centre, by:
- interpreting internal health & wellness programs and policies and other relevant KBC programs and policies to community agencies, clients and staff;
 - maintaining client health records, files, and statistics;
 - ensuring confidentiality of client information and records;
 - initiating and/or preparing correspondence, workplans, documents and reports as needed within the program and as requested by supervisor;
 - assessing and evaluating programs and services, setting priorities based on need and available resources, and making required adjustments;
 - maintaining clinic and office equipment in safe operating condition and ensuring they are used only for intended purposes;
 - maintaining supplies/health education material inventories and processing requisitions as needed;
 - maintaining harmonious public relations, consistent with KBC policies and professional ethics;
 - Maintains current nursing skills through the attendance of workshops, reading appropriate literature, staff meetings, in-services.

- Informs the Health Director of any concerns regarding the delivery of service that are not consistent with current knowledge or acceptable professional standards or any extraordinary incidents and unusual situations;
- Serves as a direct liaison with the Health Team and others to ensure an integrated and coordinated service delivery system (i.e., ensuring integration and collaboration where needed and appropriate with other health services such as Mental Health services and other health programs/services).
- Brings to the attention of the Health Director if practices are not consistent with the current knowledge of acceptable professional standards within the Community Health Nursing Program.
- Must be self directed and have demonstrated organizational skills.
- Must practice her or his job in a manner safe to both herself / himself and the client.
- Provides upon direction supervision of assigned health centre staff.

QUALIFICATIONS:

- Knowledge of the Kwakiutl community, culture and language an asset.
- Baccalaureate Degree in Nursing with 2-3 years experience in Community Health Nursing—preferably in an Aboriginal community;
- Current registration (RN) as a member in good standing with the Registered Nurses Association of British Columbia (RNABC)
- Current CPR/ AED Level C certification and current Immunization certification.
- Certificate in Foot-care is preferred or must be willing to undergo training for certification.
- A successful criminal records check is mandatory (see below).
- Must have and maintain a valid BC drivers licence as a condition of employment & preferably have access to a reliable vehicle.

OTHER JOB INFORMATION:

- In order to be awarded this employment, candidates must successfully and periodically undergo (i.e., every year or as needed) an appropriate criminal records review and police record check to demonstrate that there are no relevant charges or convictions. KBC will reimburse the cost of doing undergoing the criminal records review and police record check.
- Required to work in a variety of different environments.
- May be required to periodically outside of normal working hours, and to function independently.
- Ability to plan and work with little supervision.
- Successful applicant must agree to abide by KBC organizational policies (i.e., personnel policy and other policies).
- Ability to work independently, to organize work, prioritize workload, possession and application of excellent communication skills (written, inter-personal).
- Must be respected within the community.
- Preference may be given to Aboriginal applicants.