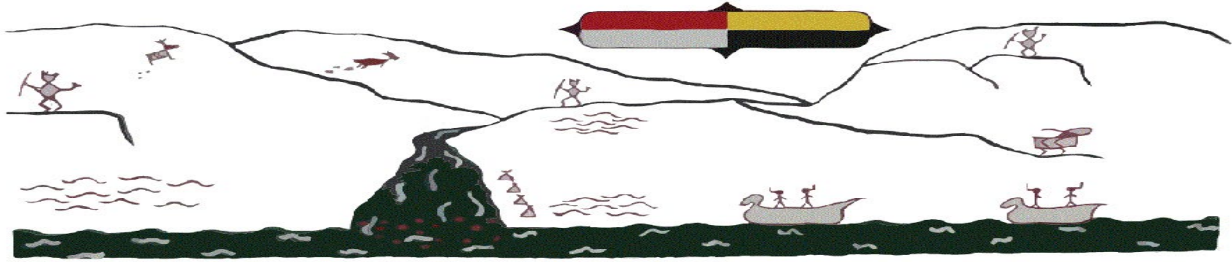


Kanaka Bar Indian Band



JOB POSTING

Job Title: Community Health Representative (CHR)
Department: T'eqt'aqtn'mux Health
Reporting: Health Manager
Application Deadline: Until the position is filled

Summary:

Kanaka Bar Indian Band has a vision to manage and use its land and resources to maintain a self-sufficient, sustainable, and vibrant community. In 2016, Kanaka's Council adopted an organizational structure to implement this community vision. This new structure separates politics from business, decision-making from implementation, and social programming from "for-profit" activities. With this posting, Kanaka Bar is inviting applicants for the position of Community Health Representative. For more information on the community, please review the rest of our website at: <http://www.kanakabarband.ca/>.

Reporting to the Health Manager, The Community Health Representative is responsible for planning, implementing, and monitoring health programs and services. This role ensures compliance with health regulations, supports clients/patients, coordinates services, and promotes positive health outcomes.

The Community Health Representative will work closely with the health program staff to:

- Coordinate visiting health practitioners (e.g., foot care, massage, FNHA Health Nurse, etc.).
- Plan and facilitate community wellness activities such as health workshops, youth events, family nights, etc.
- Promote holistic health — physical, emotional, social, and spiritual — in alignment with Kanaka Bar's Wellness Plan and Community Resilience Plan.

Key Responsibilities:

- Coordinate and oversee health-related programs and initiatives
- Collaborate with healthcare providers, community partners, and stakeholders
- Monitor program performance and prepare reports
- Maintain accurate and confidential health records
- Assist with health education workshops and outreach activities
- Ensure compliance with local and federal health regulations

- Participate in quality improvement initiatives
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Qualifications

- Experience in healthcare or health program coordination
 - Knowledge of healthcare regulations and best practices
 - Strong organizational and communication skills
 - Ability to manage multiple priorities effectively
 - Proficiency in Microsoft Office and electronic health record systems
 - CPR/First Aid certification (if applicable)
 - Experience organizing community events or workshops is an asset.
 - Knowledge of Nlaka'pamux culture and ability to work respectfully within the community.
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Key Competencies

- Attention to detail
 - Problem-solving and critical thinking
 - Cultural competency and client-centered approach
 - Team collaboration
 - Confidentiality and ethical practice
 - Strong communication and relationship-building skills.
 - Organizational ability to manage multiple priorities.
 - Comfort using computers and mobile devices for scheduling and reporting.
 - Knowledge of local health and wellness resources.
 - Ability to work both independently and as part of an interprofessional team.
 - Ability to speak or willingness to learn nłeʔkepmxcín (Nlaka'pamuxcin) is an asset.
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Working Conditions

- Based at the Kanaka Bar Health Centre.
 - Occasional evening or weekend work for community events.
 - Participation in outdoor or seasonal activities.
 - Support with transportation can be arranged when needed for events, patient travel, and client local transportation.
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This will be a Full-Time position based out of Kanaka Bar. Compensation will be \$22/hr-\$25/hr based on education, qualification, and experience of the applicant. Canada Labor Code provisions will govern where applicable.

Please submit a cover letter and resume to Chrystal at healthmanager@kanakabarband.ca Please add the job title in the subject line, or hand deliver to the health office.

Position will be open until a suitable candidate is found. Only those candidates shortlisted will be contacted for an interview.

Thank you for your interest in supporting Kanaka Bar with achieving its vision.