



# Fort Nelson First Nation

Strong. Healthy. Proud. Self-reliant.

## EXTERNAL JOB POSTING

<b>Job Title:</b>	Aboriginal Infant Development Program Worker	<b>Posting #:</b>	50-2022
<b>Department:</b>	Health & Community Services	<b>Level:</b>	G3-L2-C3
<b>Location:</b>	Dehzona Family Centre	<b>FTE:</b>	1.0
<b>Supervisor:</b>	Manager	<b>Rate:</b>	\$24.68 /hr.
<b>Key Areas:</b>	Outreach, Intake, Assessment, Case Planning	<b>First Posted:</b>	2022-11-02
<b>Effective Date:</b>	November 2022	<b>Closes:</b>	When Filled

### SUMMARY / SCOPE

In accordance with the established vision and values of the Fort Nelson First Nation and in partnership with the Ministry of Children and Family Development, and local First Nation's communities; the primary responsibilities of this position is to provide family centered services that promote and encourage active participation in specialized programs for infants and children who have a developmental delay or who are at risk of a developmental delay. The Aboriginal Infant Development Program Worker provides goal-oriented support services to families in their home or in the community, to meet individualized infant and family needs. The provision of services is designed to develop the caregiver's understanding of factors influencing infant development and to promote skills that will enhance infant development. Through the provision of early intervention services and support services, that are responsive to the family's strengths, competencies and priorities, individualized support is implemented to increase family capacity and enhance infant development. Working collaboratively with other health care providers and a multidisciplinary team, the Aboriginal Infant Development Program Worker provides direct care, system navigation and advocacy, and a range of social and educational information and resources. The Aboriginal Infant Development Program Worker develops and implements services to improve the health and social well-being and functioning of identified infants and caregivers. Services demonstrate ways in which traditional knowledge and culture can be combined with research findings to build children's resilience. The Aboriginal Infant Development Program Worker supports social learning from Elders and the children's family members and cooperates and collaborates with community members to achieve the common goal of promoting the well-being of children.

### Candidate Profile:

The Aboriginal Infant Development Program Worker is a professional, ethical, and responsible individual who ensures the protection and confidentiality of privacy protected health information for clients. The employee adheres to governing legislation, and employer policies and procedures, and works with other staff to form a positive and supportive team work environment. This individual has demonstrated experience in program planning. This individual has good interpersonal skills including good listening skills to gather information and to ask questions in order to carry out assigned tasks and to provide routine information to others. Through previous work experience, this individual has demonstrated good organization and time management skills, and excellent written and verbal communication skills. This individual communicates with the supervisor, co-workers, funders, various stakeholders, and any community member accessing assigned programs and services. Communications vary and will include: general public outreach, intake, assessment, and case management, with collaborative service providers, to obtain client information, and/or advice or help to solve problems or issues.

### YOUR 'KNOW HOW' INCLUDES

- Ethics & Integrity
- Confidentiality
- Outreach
- Collaboration
- Program design
- Collaboration
- Intake
- Research & Reporting
- Relationship Building
- Communication
- Assessment
- Responsible and Reliable

### MINIMUM QUALIFICATIONS



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- Mature individual with a minimum grade 12 high school diploma, supplemented with an Early Childhood Educator Assistant Certificate (please note that certificated Responsible Adults and persons registered in an ECE program are welcome to apply and may be considered for hire), or Child and Youth Care or equivalent Certificate or Diploma in a related Social or Human Services discipline
- Two to three (2-3) years' experience performing duties involving child care services
- Character references demonstrating suitability for working with children
- Physician note stating fitness to work in a child care setting will be required before an offer is made.
- First Aid, CPR Level C – if expired must be willing to obtain employer paid training.
- Experience working with BC First Nations organizations and communities
- Knowledge of theories, practices and principles relative to infant development, particularly relative to First Nations in BC, including the current programs and services available
- Travel and flexibility in relation to work schedules and locations is required
- Experience working with a multi-disciplinary team and service providers
- Experience working with persons with health issues, communication barriers, and functional limitations
- Experience working with privacy protected information
- Experience coordinating and supervising programs and activities
- Strong morals and ethics, along with a commitment to child/family privacy
- Good interpersonal skills and ability to interact well with employees and the public
- Good organizational skills and able to handle competing priorities and meet deadlines
- Good communication skills (written and oral); ability to listen and ask questions for clarification
- Good computer skills and able to use MS Office Suite applications and web-based conferencing platforms (Zoom, MS Teams, etc.)
- No barriers to working with any member of the community and their family representative(s)
- Physical fitness to perform the work and ability to work indoors and outdoors in a variety of weather
- Compliance with, as well as disclosure and release to Fort Nelson First Nation and regulatory body/s of immunization/vaccination status, including COVID-19 vaccines and TB screening requirements
- Wage rate offered does not include wage enhancements which may be additional from time to time. Successful incumbent must be willing to provide authorization to Fort Nelson First Nation to release payroll and credential information as required to Funders for our funding agreements and wage enhancement reporting.
- Criminal Records Review Program – Vulnerable Sector, renewable every 5 years (or ability to obtain)
- Valid BC Driver's License and factor report
- Ability to provide own transportation to and from work.

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### ASSETS

- Interest and desire to work with infants and parents in the context of child development services.
- Previous First Nation experience and an awareness and understanding of First Nations health issues.
- Good facilitation skills.
- Other certificates: WHMIS, First Aid with CPR /BLS, Food Safe
- Google™ drive, calendar, forms and other Google™ products.
- Sign Language.
- Ability to communicate in Dene and/or Cree.

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### APPLICATION INSTRUCTIONS

**Closes:** When Filled. If this job remains posted on our website, we have not yet filled the opportunity. The starting rate listed is step one of our pay band for this grade, and is considered the rate paid to a new worker. The rate offered to a successful incumbent will be assessed pending certification(s), skills, experiences, knowledge, and other relevant attributes. \*Preference may be given to qualified First Nation's applicants. Kindly forward your cover letter and resume to: [recruitment@fnnation.ca](mailto:recruitment@fnnation.ca)

***We thank all individuals for applying, but only those applicants whose applications clearly demonstrate meeting all of the requested minimum qualifications will receive a response.***

\* Constitution Act, 1982 [Section 35]; Canadian Charter of Rights and Freedoms [Section 15(1)]; Canadian Human Rights Act [Section 16(1)]; Employment Equity Act [Section 5(a), 10(b)]; Declaration on the Rights of Indigenous Peoples [Article 22]; ILO Convention 169 on Indigenous and Tribal Peoples in Independent Countries.