



Fort Nelson First Nation

Strong. Healthy. Proud. Self-reliant.

INTERNAL-EXTERNAL POSTING

Job Title:	Home Care Aide (Health Aide I)	Posting #:	39-2021
Department:	Health & Community Services	Level:	G3-L2-C3
Location:	On Reserve	FTE:	1.0
Supervisor:	Community Health Nurse	Hourly Rate:	\$23.73
Authority:	Personal Care, Nursing Support	First Posted:	06-08-2021
Effective Date:	August 06, 2021	Closes:	When filled

SUMMARY / SCOPE

The primary responsibilities of a Home Care Aide is to provide individualized basic health care services to patients/clients, including Elders and persons with functional limitations (i.e.: due to age, health, disability), or persons recuperating, to assist individuals with maximizing their level of functioning and independence so that they may continue to live in their homes. Working under the guidance and direction of the RN the work of this job includes the provision of individualized care and resources to clients by assisting them with activities of daily living (ADLs) ensuring safety, hygiene, and comfort. Health care is typically provided within the client's residence and, as needed, this worker also provides escort duty services and transports clients between their residence and care facilities, providing appointment assistance. This employee works cooperatively with the client and his/her representatives, including delegated family members, and may also work with other service providers assigned to the client. A key element of success for this work is the development of knowledge and methods for the personal care needs of individual clients and establishing and maintaining client relationships with respect and compassion. Other important factors include the development of an awareness and knowledge of reference persons and materials to assist in addressing problems, challenges and issues; references also include written policies, procedures and guidelines, as well as schedules, day logs and check lists, and equipment manuals and reference handbooks, and WHMIS manual and data sheets. Other related duties as required.

Candidate Profile:

The Home Care Aide has a good level of energy and physical fitness to perform the work, and 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 other employees. The Home Care Aide has good written and verbal communication skills and communicates with the supervisor (RN), Home Support Workers, and other employees to obtain information, supplies, tools, equipment and/or advice or helps to solve problems or issues, and may occasionally have contact with occupational health and safety committee members and the general public.

COMPETENCIES

- Safety/Hazard Assessment
- Listening
- Communication
- Planning and Time Management
- Follow Instructions
- Operate Appliances/Vehicle



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REQUIRED QUALIFICATIONS

- Mature individual with a minimum grade 12 high school diploma; supplemented by completion of Certified Home Support or Resident Care Aide Certificate, or equivalent health related experience and vocational certificates.
- Minimum 19 years of age.
- Two to three (2-3) years' experience performing duties involving caring for others.
- Ability to work effectively in groups.
- Experience with household appliances.
- Experience purchasing/picking-up and delivering supplies.
- Good interpersonal skills and ability to interact well with employees and the public.
- Organized and able to handle competing priorities and meet deadlines.
- Good communication skills (written and oral); ability to listen to understand and ask questions for clarification.
- Good computer skills and able to use some applications and email.
- Compliance with BC Immunization program, and COVID-19 Vaccines.
- Satisfactory completion of a criminal record check.
- Valid BC Driver's License and ability to get to and from work.
- Satisfactory driver's abstract.

DESIRED QUALIFICATIONS

The following are considered assets:

- Experience working as a Health Aide.
- Certificates of training, such as First Aid, CPR Level C, Food Safe, WHMIS, OHS.
- Training program in care of the elderly or care of persons with disabilities.
- Previous First Nation experience and an understanding of First Nations health issues.
- Ability to speak Dene and/or Cree.
- Class 4 driver's license.

WORK CONDITIONS

- Lifting or moving objects less than 10 lbs., is a constant requirement and lifting or moving objects over 40 lbs. is performed occasionally. Objects can include bags or boxes of groceries, garbage, or laundry baskets or cleaning supplies and equipment.
- Works evenings and travels for escort duty.
- Driving/Travel is a requirement, must be willing to drive/travel out of town for chaperone duty, this may include travelling in winter road conditions to Fort St. John, Dawson Creek or Grande Prairie.
- Manual dexterity required to use desktop computer and peripherals.
- Interacts with clients and their representative and family members, supervisor, co-workers, maintenance staff, and occasional contact with general public visitors, government agencies/personnel.



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- The demands of the job occasionally result in considerable fatigue, requiring periods of rest.
- Manual or physical activities include a regular requirement to use gross motor skills: includes, bending, stooping, stretching, squatting, pushing, pulling, walking, standing, sitting, and lifting.
- Occasionally required to use household appliances.
- Auditory concentration is required to listen attentively, to be alert and to obtain and interpret information correctly.
- Visual concentration or alertness is required on a regular basis to ensure the safety of others.
- Higher than normal levels of attentiveness and or alertness for the health and safety of others is required.
- There is a requirement to wear safe footwear at all times.
- The likelihood of injury or illness resulting from hazards in the job is limited if safe work practices are followed.
- May be exposed to bodily fluids/waste when performing personal care, and wet or slippery floors from spills or water. Occasionally, can be exposed to hazardous substances, sharp objects such as needles, and adverse weather conditions when entering and exiting homes.
- May be exposed to unpleasant dealings in emotionally charged situations.
- Overtime as required.

APPLICATION INSTRUCTIONS

Closing: When filled. **Remuneration:** The rate offered to the successful applicant is pending certification(s), knowledge, skills, abilities, and experiences. *Preference may be given to qualified First Nation's applicants, and we encourage those applicants to self-identify. Fort Nelson First Nation is a progressive organization offering an incredible work environment, competitive salary packages, health and pension benefits, professional development and career advancement opportunities. Kindly forward your cover letter and resume to:

Human Resources, Recruitment
Fort Nelson First Nation
R.R. #1, Mile 295, Alaska Highway
Fort Nelson, B.C. V0C 1R0
E-mail: 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 reply.

* 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.