

UNITED NATIVE FRIENDSHIP CENTRE Job Description

Position Title: Wiisinadaa: Let's Eat! Program Worker	Date Approved: October 2020
Job Class 4	Revised:

Immediate Supervisor: Assigned Team Lead or Designate

Supervision: *Employed by the United Native Friendship Centre, responsible to the policies and directions as determined by the Executive Director and Board of Directors of the UNFC and under the direct daily supervision of the Assigned Team Lead or designate.*

Purpose of Position: The Wiisinadaa: Let's Eat! Program Worker will plan, design, implement and promote food-based diabetes prevention programming that aims to increase access, skills, and knowledge around healthy eating, nutrition, traditional foods, and traditional ways of knowing how to prepare food.

Qualifications:

- Certification in Diabetes Health Care or equivalent.
- 1-2 years' experience working in this field.
- Strong knowledge and awareness of local Indigenous cultures and history, with emphasis on the impacts of trauma on social determinants of health and physical health outcomes.
- Ability to work professionally and collaboratively with other Friendship Centre programs and external community organizations.
- Understanding of diabetes and chronic disease risk and protective factors, and the role of healthy eating in diabetes management.
- Strong communication and relational skills to effectively transfer knowledge and provide education around healthy eating and lifestyles.
- Understanding of Indigenous traditional food systems and protocols.
- Experience working in a commercial kitchen setting and preparing meals for large groups an asset.
- Recent Food Handler Certification from reputable government approved agency (i.e. the Canadian Institute of Food Safety).
- Current First Aid/CPR
- Valid Driver's license and access to your own vehicle
- Satisfactory vulnerable sector check
- Knowledge of the Ojibwe language is an asset
- Accepting and sensitive to the Anishinaabe culture and practices; smudging, ceremony, drumming, etc.

Key Responsibilities:

- Collaborates with and enhances existing Friendship Centre programs and services related to diabetes management and prevention.
- Creates and maintains strategic partnerships within the community and region to support food initiatives and advance urban Indigenous issues related to food access and health needs.
- Provides one-to-one and participant-based services, ensuring that a balance of approaches is available to meet the needs of the community.
- Provides healthy meals, information and teachings on nutrition and the connections to diabetes and chronic disease.
- Promotes a healthy lifestyle for community members of all ages.
- Supports UNFC and community-wide meals, events, and ceremonies to build knowledge around traditional healthy eating practices and Indigenous understandings of well-being.
- Establishes regular access to traditional and nutritious food and meals for community members through food banks, food boxes, community meal programs etc.
- Hosts life skills activities and workshops on cooking, menu planning, budgeting, drying, and preserving etc.
- Coordinates and/or hosts land-based activities (i.e. hunting, fishing, gardening etc) and related traditional teachings.
- Assists community members navigate diabetes management and care supports in the community.
- Promotes awareness and ensures access to the program through a variety of outreach efforts and promotional activities.
- Accurately reports and ensures all program objectives are being met in accordance with agreements.
- Participates in training and evaluation processes to ensure continued growth and development of the Wiisinadaa: Let's Eat! Program.
- Other duties as assigned.

Core Competencies:

Accountability

- Takes personal ownership and responsibility for the quality and timeliness of work commitments.
- Follows policy and procedures as set out by UNFC
- Complete tasks in a timely fashion
- Goal setting and follow-through
- Continued education

Technical Competencies:

- High proficiency in Microsoft Office Suite (Word, Excel, etc)
- Outstanding analytical, problem-solving, and trouble-shooting skills
- Data base and narrative reporting
- Monthly reporting

Behavioural Competencies:

- Team Player
- Fostering community
- Client focussed
- Stress Tolerant
- Non-judgemental
- Adaptable
- Continuous learning
- Excellent Communication
- Strong Leadership
- Confidence in Facilitation

Work Conditions:

- Some evenings or occasional weekend may be required.
- Although most work would be indoors, there could be occasional outdoor expectations.

Key Contacts/Relationships:

The Wiisinadaa: Let's Eat! Program Worker will work with their own program utilizers as well as support other UNFC programs to educate them and the community.

EVALUATION: The position will be evaluated after completion of a 3- and 6-month probationary period and on an annual basis thereafter. It will be based on the UNFC Standards of Performance and ability to complete the responsibilities and purpose of the position as agreed upon by the Board of Directors and the Executive Director.

By signing this document, I acknowledge that I have read, understand, and agree to the above description related to my position at the United Native Friendship Centre.		
Employee Name:		
Employee Signature:		Date: