

**United Native Friendship Centre
JOB DESCRIPTION**

Position: Indigenous Healing & Wellness Worker	Created: September 2022
Job Class: 3	Approved:

Immediate Supervisor: Assigned Team Lead or Designate

Position Summary: *The Indigenous Healing & Wellness Worker* is accountable to the United Native Friendship Centre and responsible to the policies and direction as determined by the UNFC Board of Directors and Executive Director.

Under the supervision of the Team Lead, the Indigenous Healing & Wellness Worker is responsible to the coordination and delivery of the program to meet the needs of the community within the mandate of the Indigenous Healing and Wellness Strategy.

Qualifications

- Social Services diploma or equivalent
- 2-3 years of experience in this or related field
- Effective oral and written communication skills
- Sufficient computer skills for statistical reporting and client file records & updates
- Understanding the Anishinaabe language is an asset
- Must be able to function as a member of the team
- Knowledgeable and sensitive to the culturally based activities, teachings, and practices of UNFC (ie. Smudge, Drumming, Ceremonies etc.)
- An attitude of respect and sensitivity towards program utilizers
- Excellent communications and organization skills
- Satisfactory Vulnerable Sector Reference check
- Current First Aid/CPR and WHMIS
- Superior ability to work to deadlines with minimum supervision.
- Strong interpersonal skills.
- Possess the ability the successfully facilitate multiple interest situations.
- Strong advocate of indigenous people and a proponent of indigenous decision-making.
- Good management and planning skills.
- Knowledge of community resources.
- Must have a valid driver's license and access to a vehicle.

Job Specifications: The Indigenous Healing & Wellness Worker shall be responsible for:

1. Individuals and Families

To identify families and/or individuals in need of healing and wellness services.

- a) To assess family and/or individuals needs to determine the extent of services required.
- b) To provide emergency services to violent family situations including support and follow-up.
- c) To refer victims to appropriate services.
- d) To link abusers with legal services or appropriate treatment services.
- e) To provide ongoing liaison service and follow-up to ensure family and individual needs are being met.
- f) To promote healthy lifestyles by conducting home visits, healing circles, workshops, seminars and public education forums.
- g) To know of and work with community agencies to support healthy indigenous families.
- h) To promote violence-free lifestyles.
- i) To promote indigenous culture-based family healing.
- j) To support the development of healing circles, peer support groups and self-help processes to assist in community healing, anger management, positive self-image development, alternative discipline methods and positive relationships.
- k) To work with other Friendship Centre programs and staff to promote a coordinated approach to healing and wellness.
- l) To work with other indigenous organizations and First Nation staff to promote a coordinated approach to healing and wellness.
- m) To work with residential school survivors and their families.

2. Community

- a) To conduct youth, men's and women's healing circles.
- b) To promote, by programming and personal example, the development of positive role models in the community.
- c) To initiate community development activities which will lead to healthy families and lifestyles.
- d) To facilitate community events to promote healing, wellness, addictions-free activities, positive parenting, family interaction and cultural awareness.
- e) To promote positive family interaction and activities targeting disadvantaged and single-parent families.
- f) To facilitate the positive re-establishment of families.
- g) To participate in the development and establishment of culturally-sensitive services which address family healing and wellness.
- h) To facilitate the involvement of elders and traditional people, who have undergone their own healing and wellness journey, in the Indigenous Healing & Wellness Program.
- i) To promote the Indigenous Healing and Wellness Strategy.
- j) To organize/prepare community presentations promoting the program and the Friendship Centre.

3. Other Community Services

- a) To establish a relationship with community resources to facilitate increased sensitivity and awareness.
- b) To establish a system of referrals.
- c) To assist, upon request, non-indigenous agencies in order to ensure that indigenous clients receive the service and support they require.
- d) To promote linkages amongst community agencies so that the Indigenous community will have greater access to holistic healing and wellness approaches.
- e) To facilitate the understanding and support of community agencies for the Indigenous Healing and Wellness Strategy.

4. Administration

- a) To report regularly to the Team Lead.
- b) Adhere to the UNFC File Maintenance Policy for all client files.
- c) To prepare accurate activity and statistical reports and submit them as required to the Ontario Federation of Indian Friendship Centres (OFIFC).
- d) To participate in any evaluation developed by the OFIFC for the Program.
- e) To attend meetings, workshops, seminars and training established for the program.

5. Other

- a) To undertake any other such reasonable duties as may be assigned from time-to-time.

Evaluation:

The position will be evaluated after completion of 3 and 6 month probationary periods and then on an annual basis thereafter. It will be based on the UNFC standards of performance and specific goals of the program 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: