

Indigenous Transition Facilitator (2 positions)

(Job #2021.015)

Location: Work Remotely

Part Time: 20-24 hours/week

Maamwesying North Shore Community Health Services, an Aboriginal Health Access Centre that provides primary health, traditional healing, mental health, home and community support services and health promotion services to community members of the seven First Nations of the North Shore Tribal Council, is inviting applications to provide transition of care and home care supervision.

As a valued member of our Home and Community Support Services team, you will provide after-hours and weekend coverage (4:00 p.m. to 8 p.m. Monday to Friday and 8:00 a.m. to 8:00 p.m. Saturday and Sunday) to support Hospital System Navigator referrals and LHIN HCC referrals to ensure clients receive prompt response for service requests. *Due to the nature of the work, staff will be equipped with the technology and equipment to work remotely from home.*

Qualifications:

- Registered Practical Nurse in good standing with the College of Nurses of Ontario
- Knowledge of system navigation, community resources, legislation, research and funding arrangements specific to Indigenous programs and services.
- Proficiency in the use of computers and various database software applications including electronic health records, MS Word and Excel and Health Gateway Partners (HPG), Scheduler platforms;
- Experience providing direction and supervising personal support workers.
- Problem-solving, good judgement and decision-making skill and ability to stay calm, and composed especially in times of crisis or urgencies
- Experience in an Indigenous health and or social service organization, hospital or community-based case management, health promotion, public health or social work is essential
- Strong interpersonal and collaboration skills;
- A clear vulnerable sector criminal reference check is a condition of employment.
- Must possess a valid Ontario Driver's Licence and a reliable vehicle, along with a driver's abstract
- Provide administrative support services by processing new external referrals, and orders for services, supplies and equipment; including data entry of client information
- Process and assist in managing confidential client information
- Enter, update and maintain a high volume of client data in the electronic database
- Responding appropriately to incoming phone calls and inquiries as directed by triage decision making tree

Given the traditional practices of Aboriginal people, from time to time exposure to smoke from the burning of sacred medicines such as tobacco, sweet grass, sage or cedar may occur. Accommodations for the disabled will be available upon request. An offer of employment will be conditional upon an acceptable vulnerable sector police records check. Hiring of Aboriginal People will be given preference, as allowed under Section 14 of the Ontario Human Rights Code – Special Programs

Deadline for Submission: **April 30, 2021 @ 4:00 p.m.**

Qualified individuals are invited to submit via email to HR@nmninoeyaa.ca a cover letter along with current resume, certificates, diploma, to:

Maamwesying North Shore Community Health Services
473 Highway 17W, Cutler, ON POP 1B0
Tel: 705-844-2021 Fax: 705-844-2844

Thank you in advance to all who apply, however only those selected for an interview will be contacted.



N'Mninoeyaa Aboriginal Health Access Centre
473B Highway 17 West
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