



Job Description

IDENTIFICATION

<i>Position Number</i>	<i>Position Title</i>	
	Healthy Family – Summer Student	
<i>Department</i>	<i>Position Reports To</i>	<i>Site</i>
Family Support	Healthy Family Program Supervisor	Gensen Building

PURPOSE OF THE POSITION

Under the direction of the Healthy Family Program Supervisor, the Healthy Family Summer Student works to deliver a culturally-based proactive, outreach-orientated, and strengths-based program focused on universal family support, education and community engagement for families with young children (ages 0-6 years) under the direction of the Healthy Family Worker & Healthy Family Program Supervisor. The position assists the Healthy Family Worker in strengthening the parent-child relationship by improving parenting skills, reducing family stress and meeting the needs of parents.

SCOPE

The student position's work is coordinated and supervised by the Hay River Health and Social Services Healthy Family Program staff. With office space based at the Gensen Building, the student may be required to offer services outside of the Gensen Building, within other Health Authority work locations, or off-site based on program needs.

RESPONSIBILITIES

- Under the direction of the Healthy Family Worker and/or Healthy Family Program Supervisor, the student assists in the provision of HFP Staff family-led one-to-one supports to families with children 0-6 years in order to promote; responsive parenting/caregiving, healthy child development; support family wellbeing, access to healthcare, and connection to community and culture.**
 - Establishes a voluntary, trusting relationship with program families.
 - Uses outreach approaches to meet with all families, through job shadowing, who are interested in learning about Healthy Family Program services.
 - Uses strengths-based and relationship-based approaches the student co-facilitates family-centered assessment, goal and service planning with families to understand family strengths, culture, strengths, and priorities.

- Assists the FPW and FPW Supervisor to apply working knowledge of parent-child interaction and child development to help clients improve their parenting skills, reduce family stress, and increase parental knowledge of age appropriate activities for their children.
- Aides HFP Staff in assisting parents in learning problem-solving and coping skills by teaching and modeling these skills and/or by referring them to appropriate agencies.
- Supports HFP Staff as they establish an individual family support plan with the family, identifying goals, objectives, and activities to help meet the family's needs.
- Meets with Supervisor to evaluate and plan intervention strategies to effectively support family goal achievement.
- Provides assistance to HFP staff in supporting families regarding day-to-day child care/parenting issues.
- Aides HFP staff in assisting parents in making and attending appointments for medical/health, social services agencies, including Well Baby and Well Child appointments.
- Assists HFP staff by providing key information regarding key/shared parenting challenges e.g. toilet training, discipline, sleep, etc.
- Uses strengths-based and family-centered approaches to support growth and to communicate support to parents under the direction of the HFP staff
- Under the supervisor of the HFP staff, monitors parent, child and parent/child relationship, reporting any concerns to the supervisor.
- Under the supervisor of the HFP Staff completes "Community Connector" tasks to support families wishing to connect with other services or requiring support for integration of services.
- Observes case conferences, with family's consent, to support service integration.

2. Works in partnership to deliver group programs that build connection and collaboration for family, cultural, and community resources to support healthy families.

- Plans, organizes, and delivers program specific activities/sessions for groups (parent and tots program, parenting program, etc.) under the support and guidance of the HFP Staff
- Co-Facilitates group programs and workshops that are open to all community members using the Families Together: Weaving Wellness and Wisdom toolkit.
- Maintains an active and positive working relationship with other agencies involved with the health and well-being of children in order to gain an understanding of the trends in health issues and to use this information to design and tailor programs to meet community needs.
- Support HFP Staff in delivering breastfeeding and maternal infant care groups and workshops.
- Establishes community partnerships to offer culture- and land-based early childhood and parenting programs that promote healthy outcomes for all children.
- Assists HFP Staff in delivering universal programs for families with children 0-6 years.
- Maintains a list of all resources available in the community and region.
- Assists HFP Staff in planning, organizing, and delivering the Collective Kitchen program.

3. Assesses, documents, and reports.

- Provides input into documentation relevant to the client and program, including quality improvement activities under the direction of the HFP staff
- Support HFP Staff in the monitoring, evaluation, and documentation of client progress towards goals.
- Attends in- service training and participates in education opportunities as required.

4. Integration and Community Collaboration.

- Participates in multi-disciplinary team meetings, program planning and other activities as appropriate.
- Participates in the Early Childhood Development Interagency (ECDI) committee and assists with the integration of early childhood supports at the community level as appropriate
- Observes and participates in initiatives, such as the local ECDI Committee, to promote integration of early childhood development supports and services as appropriate.

- In collaboration with community partners, assists HFP staff in development of a monthly community calendar of early childhood programs and activities.
- Participates in territorial Healthy Family staff teleconferences as appropriate.
- Uses Outreach approaches to invite all families to participate in Healthy Family Program activities and to promote integration of Early Childhood Development services at the community level under the direction of the HFP staff
- Uses various platforms and methods to promote culturally safe parenting and early childhood activities and information under the direction of the HFP staff.
- Uses various platforms and methods to promote the importance of early childhood development and to strengthen the roles of parents in the community under the direction of the HFP staff

WORKING CONDITIONS

Physical Demands

Lifting and carrying bags (toys, supplies) and lifting children 10-15 pounds on a daily basis. Bending, kneeling (while working with children) required on a daily basis with each home visit. Stairs in and within house, lifting children in and out of car seat, assisting children with mobility.

Environmental Conditions

Exposure to accident and health hazards (Tuberculosis, Hepatitis C, HIV) on a daily basis, due to client interaction.

Sensory Demands

Multiple senses required for nonverbal communication, parent/child interaction, observation skills for unusual signs and symptoms of illness, and assessing the physical environment, required on a daily basis.

Mental Demands

Incumbent provides support to HFP Staff who will be working with families and may witness families who may be angry, frustrated, anxious, depressed, and/or difficult to work with required on a daily basis. May experience/witness unpredictable situations on a daily basis. Works in a cross-cultural setting for clients with different value systems and/or language. On a daily basis.

KNOWLEDGE, SKILLS AND ABILITIES

- Child development and parenting skills.
- Knowledge and application of knowledge regarding Pre and Post Natal Care.
- Knowledge of universal precautions to protect worker and client from transmission of infections.
- Knowledge of family issues and stresses of parenting (family violence and addictions).
- Skilled in child management strategies (non-violent).
- Knowledge of resources available in community.
- Knowledge of addictions and family violence and its impact on children.
- Knowledge of and/or the ability to learn and understand the cultural history of the community especially with regards to parenting.
- Computer (word processing, data entry, excel).
- Verbal and written communication skills.
- Interviewing and assessment skills.

- Demonstrates culturally inclusive and non-judgmental attitude
- Ability to work as a member of a community care team setting.
- Ability to speak an indigenous language is an asset.
- Ability in speaking in a group and support facilitated discussion.
- Assessment skills and ability to make appropriate referrals.

Typically, the above qualifications would be attained by:

A student who has experience working with families (0-6 years) or an interest in working with families with children ages 0-6

Must be a senior high school student or post-secondary student who will be returning to studies in the Fall of 2023.

ADDITIONAL REQUIREMENTS

Proof of immunization in keeping with current public health practices is required.

HRHSSA – Regional Requirements

- Valid Class 5 driver's license
- Basic CPR- as available
- WHMIS
- Safety Mask Fit testing

Position Security (check one)

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

Position Number: CA1380

<p>Employee Signature _____</p> <p>Printed Name _____</p> <p>Date _____</p> <p>I certify that I have read and understand the responsibilities assigned to this position.</p>	<p><i>Family Support Supervisor</i> Supervisor Title</p> <p><i>[Signature]</i> Supervisor Signature</p> <p><i>May 9, 2023</i> Date</p> <p>I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
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<u><i>[Handwritten Signature]</i></u>	<u>May 9 / 23</u>
Director/Chief Executive Officer Signature	Date
I approve the delegation of the responsibilities outlined herein within the context of the attached organizational structure.	

The above statements are intended to describe the general nature and level of work being performed by the incumbents of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position@.