



Hailika'as Heiltsuk Health Centre Society



Employment Opportunity: Maternal Child Health Program Hnis'u Assistant

Hailika'as Heiltsuk Health Center Society (HHCS) is a fully accredited Health Centre located on the central coast of British Columbia right in the heart of the great bear rainforest. We have a vision for a healthy community that respects equality and diversity. Together we will seek opportunities to improve the health of our people.

HHCS offer employees a range of benefits including a supportive and welcoming team environment that provides for a fulfilling job experience.

Our Hours of Operation are Monday thru Friday 8:00 am – 4:30 pm, closed from 12:00 pm – 1:00 pm.

NOTE: This position may be required to occasionally work outside normal office hours to support events and functions.

Position Description:

We are currently seeking to fill the position of Maternal Child Health Program Hnis'u Assistant (Hnis'u Assistant), within the Maternal Child Health Program. **Hnis'u** (pronounced Ah-Neece-oo) means **Auntie whom I hold close to my heart** in the Heiltsuk language.

Under the direction of the Maternal Child Health Program Hnis'u (Hnis'u), the successful candidate will assist in providing support to families to access resources in the community to raise healthy sasum (children aged 0-6) in an environment of safety, growth and learning.

Key Responsibilities:

- Responsible for upholding and modeling Heiltsuk values
 - **Manaxs:** Equality/sameness
 - **Xala:** Dignity: Uphold
 - **Givlas Laxvai:** The concept that one should strive for: this means looking at the consequences before you do something
 - **Pacua:** Ambitious and working hard, being independent, being reliable: we have great pride in ourselves and that is tied in with being responsible for our own welfare
- Assist in exposing sasum to Heiltsuk language and culture
- Plan and organize weekly activities for participants
- Provide childminding for events
- Provide childminding for other departments as needed and approved by the Hnis'u
- Support the Licensed Practical Nurse (LPN) in providing services to families
- Planning, communicating and executing departmental events that support families and sasum
- Actively participates with client and staff safety initiatives and activities
- Maintains confidentiality of personal and business information
- Performs all duties and responsibilities in accordance with HHCS policies
- Performs other duties as required



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Qualifications, Education and Experience:

- Grade 12 or equivalent
- Food Safe Certification or willing to obtain
- Infant First Aid or willing to obtain
- First Aid Certification or willing to obtain
- Car Seat Safety Certification or willing to obtain
- Previous event planning experience an asset
- Previous childminding experience an asset
- Must be able to set priorities within their workload
- Motivated, self-starter, good communication skills
- Able to take and follow directions
- Works well independently
- Computer Literacy an asset
- Healthy lifestyle
- Physically able to perform assigned tasks
- Criminal Records Check with Vulnerable Sector Search

Salary: \$18.00 – \$21.00

To Apply:

Interested applicants can apply by:

1. **In Person or by mail** – drop off or mail covering letter and resume to:
Hailika'as Heiltsuk Health Centre Society
Box 819 Bella Bella, BC V0T 1Z0
Attention: Human Resources
2. **Fax** covering letter and resume to 250.957.2311
3. **E-mail** covering letter and resume to sylviaa@heiltsukhealth.com

Closing Date: The position will remain open until filled.