

	JOB POSTING	
	<p align="center">We Wai Kai Healing Society Support Staff</p> <p align="center">Reports to: Clinical Director</p>	

Who We Are

We, the We Wai Kai, embrace our language and culture to build a proud, healthy, safe, and self-sufficient community. We support and encourage each other to thrive through following the footsteps of our ancestral history, as stewards of our lands and waters, while balancing our role in modern day society.

The Tsakwa'lutan Healing Centre represents a vision for addiction recovery with the goal of restoring lives and families and empowering communities. Our approach is to destigmatize addiction as an individual issue and to engage, educate, and empower individuals, families, and communities in the recovery process. We do this by bringing the best of western medicine together with our traditional healing practices and values.

Position Overview

Reporting to the Clinical Director or Executive Director, The Support Staff ensure that the We Wai Kai Healing Society operates in a manner that is consistent with the goals and objectives of the treatment program. Support Staff support clients to uphold their responsibilities, based on the guidelines of the client handbook and are responsible to ensure that the client rights are protected at all times. Support Staff are a constant presence on the property; as such, they partner with clients through their entire journey at the Centre, utilizing a client centered, collaborative approach to care.

Responsibilities and Duties

The below list is a guideline and may not be inclusive of all that is expected on a day-to-day basis. Support Staff is required to prioritize and respond to the needs of the daily operations of We Wai Kay Healing Society in a professional and calm manner.

- Monitors all clients activities and ensures that such activities are conducted according to the Daily Schedule, and in alignment with We Wai Kai Nation Healing Society Policies and Protocols
- Works in positive and consistent collaboration with all departments at the Centre to positively impact the client experience
- Makes scheduled and prescribed medications available to clients and documents each entry in the client's electronic medical record
- Administers any required first aid in case of emergency
- Documents any significant occurrences and general impressions of clients progress in their personal file on our EMR, consistent with EMR Style Guide.
- Housekeeping tasks, as required – to maintain a healthy, respectful, recovery oriented residence at all times
- Participates in staff meetings and personal/professional development workshops, as requested
- Performs other related duties, as required

	JOB POSTING	
	<p align="center">We Wai Kai Healing Society Support Staff</p> <p align="center">Reports to: Clinical Director</p>	

Successful applicants will display a keen interest in recovery-oriented care, and be able to model a healthy and balanced lifestyle.

All employees working for the We Wai Kai Nation and its enterprises are required to work collaboratively and supportively to achieve the overall goals of the Nation. As such, employees are expected to work outside of their own jobs and job descriptions from time to time to achieve the goals of the organization. Job duties and work schedules may be changed from time to time to achieve these goals.

As We Wai Kai Nation Healing Centre is a 24/7 facility, priority will be given to candidates who demonstrate flexibility and willingness to work nights and weekends

Confidentiality and Privacy

In the course of working for the Nation or one of its enterprises, employees may become aware of confidential business and personal information, including information about other employees, clients, and community members. This information may not be disclosed without prior written permission. All employees must be aware of and adhere to the applicable privacy and confidentiality policies and procedures of the enterprise and the Nation.

Preferred and Required Qualifications & Experience

- Community Support or Mental Health Worker certificate is preferred. A comparable combination of education and experience may be considered, at the discretion of the Support Staff Supervisors.
- Valid First Aid Certification
- Ability to clearly communicate verbally, and in writing
- Excellent interpersonal skills and ability to effectively interact with the various departments involved in the patient treatment process
- Ability to collaborate and problem solve with other team members including counseling, medical, administrative, and support staff
- A commitment to creating a positive environment conducive to healing for both clients and staff

Schedule

- 8 hour shift
- Day shift
- Evening shift
- Night shift
- Weekend availability

Position: Full-time, Casual

Only shortlisted candidates will be contacted for interviews. Please no telephone calls.

	JOB POSTING	
	<p style="text-align: center;"> We Wai Kai Healing Society Support Staff Reports to: Clinical Director </p>	

Email resume to: steve.low@wewaikai.com

Attention: Steve Low, Executive Director

Closing Date: March 14, 2024