



# Anishnawbe Health Toronto

*Our mission: to improve the health and wellbeing of Aboriginal People in spirit, mind, emotion and body by providing Traditional Healing within a multidisciplinary health care model.*

## EMPLOYMENT OPPORTUNITY

### Health Promoter

*Anishnawbe Health Toronto, a fully accredited community health centre, offers access to health care practitioners from many disciplines including Traditional Healers, Elders and Medicine People. We're recruiting for the role of Health Promoter to join our team. This is a unique opportunity to work in a culture-based environment providing holistic health care.*

In this position, the Health Promoter will be responsible for assisting in recommendations for, and the development and implementation of strategies, programs and services intended to reduce health risks and to improve health outcomes. The Health Promoter will ensure that ceremonies, traditional teachings and traditional perspectives concerning cultural approaches to Indigenous health and wellness are reflected in the planning and implementation of health promotion strategies, activities, and campaigns.

#### **Duties & Responsibilities:**

The duties and responsibilities of the Health Promoter are classified under the headings of Program, Administration, Finance, Human Resources, and External Relations.

##### **Program**

- Monitor content of health promotion programs and activities for continuity of (a) the culture-based model of the organization; (b) the goals and objectives of AHT (c) the strategic direction of the Waash-Keshuu-Yaan Unit.
- Conduct regular review of client intakes and health assessments, lifestyle, socio-economic and housing status, Indigenous cultural backgrounds, psychological factors and general medical profiles.
- Using AHT data, develop, implement and evaluate community health promotion care plans, considering literacy levels and relevant cultural and psycho-social factors.
- Collaborate with the interdisciplinary team to identify research, to develop and implement Indigenous best practice approaches for planning and organizing strategies used to advance a continuum of care within the Circle of Care Model.
- Collaborate with the interdisciplinary team to develop prevention and promotion resources for implementation with the Indigenous client population and community.
- Develop and facilitate social/educational groups/events/activities specific to health promotion and disease prevention.
- Responsible for scheduling and coordinating internal and external health promotion activities/campaigns and ensure the flow of information regarding events and programs to community and internal AHT staff.

**Administration**

- Responsible for the collection, recording and entry of information to the database and submitting reports monthly, quarterly as required or as requested by the Manager
- Maintain a filing system that ensures proper security, storage and ease of retrieval
- Ensures that the program maintains, collects and stores adequate levels of supplies and equipment
- Assists in the preparation of the Health Unit proposals and submissions as required.

**Finance**

- Be familiar with and abide by the financial policies and procedures of the organization.
- Participate in the budget planning sessions as required.
- Advise the manager as to any necessary procurement with the Health Promoter function or program areas.

**Human Resources**

- Ensure familiarity with the organization's personnel policies and procedures, specifically the Circle of Care manual.
- Coordinate, supervise and appraise helpers, volunteers and placement students, performing a thorough orientation to the organization when necessary.

**External Relations**

- In the performance of duties ensure that the program and organization are always presented to the community and public in a positive and professional manner.
- Coordinate, promote and develop good working linkages with other organizations and agencies that will assist with the health promotion program development and delivery.
- Establish, maintain, and coordinate positive, cooperative and effective working relationships with agency partnerships abiding by and reflecting agreed upon protocols and understandings.
- Represent the organization at public forums and speaking engagements as requested.

**Qualifications & Experience:**

- Bachelor's degree in health Promotion/Education, or health related field is an asset
- Excellent written and oral communication skills.
- Strong interpersonal and organizational skills
- Group Facilitation skills
- Knowledge and experience working in Indigenous communities and understanding of the social determinants of health within that community.

**How to Apply:** Please submit your cover letter and resume by email to [recruitment@aht.ca](mailto:recruitment@aht.ca), in a single document, with your name and "[name of position]" in the document name. If you have questions about the process, please call 416-920-2605 x.332

**CLOSING DATE: Position will remain open Until filled.**

Anishnawbe Health Toronto offers a competitive salary, a comprehensive benefits package, a commitment to your professional development and a supportive workplace environment.

**Applicants who are Aboriginal and meet the requirements of the job posting will be given first consideration in the hiring process.**

*Anishnawbe Health Toronto is committed to diversity and values the contribution of its employees from diverse backgrounds and experiences. We welcome applications from Aboriginal persons, visible minority group members, women, persons with disabilities, members of sexual minority groups, and others who contribute to greater diversity of perspectives.*

*(If you are invited for an interview and require accommodation, please let us know)*

*Meegwetch to all applicants, however, only those selected for an interview will be contacted.*