



EMPLOYMENT OPPORTUNITY

JOB POSTING

Position: Community Health Representative

Job Period: Full-Time Permanent Position – 37.5/hrs weekly

Start Date: As soon as possible

Salary: TBD

3 Month Probation

Position Summary:

The Community Health Representative will be directly responsible for providing education, information and assistance to Shawanaga First Nation community members regarding the promotion of positive health practices, the accessibility and availability of health services/benefits. To play a supportive role to community members as their need arises.

The Community Health Representative will report to the Health Director.

Duties and Responsibilities:

- To provide Health information, instruction and guidance to community members on health-related issues (HIV/AIDS, STD's, birth control, diabetes, high/low blood pressure, childhood diseases, etc.)
- To provide health education to community members on sound health practices through development and implementation of health programs, workshops, information sessions, newsletter items and individual/family assistance.
- To provide information and assistance to community members on the accessing of the availability of health services and/or benefits.
- To design, prepare, deliver and/or access resources on health hygiene for various groups and/or individuals.
- To deliver and provide instructions to community members on health prevention practices. (dental, nutrition, exercise, weight control, family planning, etc.)
- Liaises nurses or health care professionals.
- Liaises with the Environmental Health Officer on a regular basis and provides water samples if required.

- Maintains regular contact with the health facilities, health care professionals and benefit providers to keep abreast and/or changes in the provision of services.
- Liaises and maintains regular contact with other communities' services to ensure that the needs of the community are being met.
- Liaises and maintains regular contact with other First Nation health providers and services to exchange information and build a network system.
- Provides support and assistance to community members regarding health-related issues as required or requested.
- To document and provide reports of illnesses and/or injuries of community members.
- Provide referrals for community members to appropriate health care facilities, professionals and/or agencies.
- Maintains case management forms as required.
- Consults with other First Nation programs and services and external agencies on the provision and coordination of services.
- Attends case management meetings as required.

Service Administration:

- Prepare and submit monthly activity reports to Health Director.
- Prepares workplans for CHR programs, and other approved funding programs.
- Prepares activity reports to the funding agencies as required.
- Participates as a team player with other Healing Centre staff and attends regular staff meetings.
- Other duties as assigned by the Health Director (within reason).

Qualifications:

- A Native Community Care, counselling and development (community care stream diploma from an approved post secondary institution) or;
- A Native Community Worker (healing and wellness diploma from an approved post secondary institution) or:
- Grade 12 or equivalent with 2 years experience in Health
- Must be capable of working with all ages.
- Knowledge of various issues that impact First Nation communities.
- Knowledge of health-related issues in First Nation communities.
- Knowledge of community services, programs, customs and traditions.
- Must possess excellent computer and communication skills.
- Must have a valid driver's license.

Work Conditions:

- Working in an office environment.
- Flexible hours when needed.
- Interaction with employees, management, community and the public.
- Operation of a desktop computer.

REPOSTED: January 9, 2026.

Preference may be given to Indigenous candidates with relevant on-reserve employment experience and/or those with knowledge and understanding of Shawanaga First Nation history and community.

Successful candidates must be able to produce and maintain a clean Criminal Record Check.

Only those applicants selected for an interview will be contacted. Thank you for your interest. Please submit a resume with a cover letter and three (3) current work-related references in person, email or fax to;

Ava Pawis
Human Resource Coordinator
Shawanaga First Nation
2 Village Rd, Nobel, ON P0G 1G0
Tel: (705) 366-2526 * Fax: (705) 366-2740 * Cell: (705) 346-0321
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