Saugeen First Nation #29

EMPLOYMENT OPPORTUNTIY

Saugeen First Nation is dedicated to providing responsive, community-driven services that support the health, education, economic development, governance, infrastructure, and overall quality of life of our members. We value integrity, respect, collaboration, accountability, and a commitment to continuous learning.

Joining our team means becoming part of a workplace that values Indigenous knowledge, promotes cultural safety and inclusion, and is committed to empowering our community and supporting the next generation of leaders. We welcome individuals who are passionate about making a positive difference and who share our commitment to serving the community with respect, compassion, and excellence.

Position Title: Community Health Representative **Rate of Pay:** $30.35 / hr

Type of Position: Permanent Full-time, 35 hours weekly

Summary of the Position

In collaboration with the Community Health Nurse and Health Centre staff, the Community Health Representative (CHR) provides community-based health education, health promotion, prevention programming, advocacy, outreach, navigation, and practical supports to improve the health and wellbeing of Saugeen First Nation community members. The CHR supports community members in accessing health services, referrals, community resources, and external supports; assists with clinics, workshops, wellness programming, and community health initiatives; conducts home and community visits; and maintains accurate and confidential documentation and follow-up.

The CHR supports holistic wellness through physical, emotional, mental, spiritual, and culturally grounded approaches and works respectfully with Health Centre staff, healthcare providers, community agencies, traditional knowledge keepers, Elders, schools, families, and external organizations. The position maintains confidentiality, professionalism, appropriate boundaries, cultural sensitivity, and respect for all community members, works within the scope and mandate of the position and SFN policies and requirements, and recognizes when matters require direction or assistance from the Community Health Nurse, Health Director, regulated health professional, or emergency services.

Employment Requirements:

Education and Lived Experience

- Community Health Representative Diploma, Community Health diploma, Social Services diploma,

  OR;

  A combination of education and relevant 2 years direct experience working in the following areas; community health, Indigenous health, outreach, social services, or related experience.

Qualifications

- **Community Health & Wellness Experience**
  Demonstrated experience providing health promotion, prevention, wellness education, outreach, or community-based health supports to individuals, families, or groups.
- **Client Support, Advocacy & Navigation**
  Demonstrated experience supporting individuals to identify needs, access healthcare or social services, navigate systems, obtain referrals, or connect with appropriate community resources.

- **Indigenous / First Nation Community Experience**
  Demonstrated experience working within an Indigenous, First Nation, or culturally diverse community environment, with knowledge of community-based approaches to health and wellness.
- **Cultural Safety & Respect**
  Demonstrated knowledge of and respect for First Nation culture, traditions, community protocols, traditional wellness approaches, Elders, Knowledge Keepers, and culturally grounded approaches to supporting community members.
- **Respect & Love**
  Demonstrated ability to treat community members, clients, families, Elders, coworkers, and service providers with compassion, dignity, patience, respect, and without judgment, particularly when supporting individuals experiencing difficult or sensitive circumstances.
- **Honesty & Integrity**
  Demonstrated ability to maintain confidentiality, communicate information accurately, recognize personal limitations, maintain professional boundaries, and act honestly and ethically when dealing with clients, coworkers, and confidential information.
- **Wisdom & Bravery**
  Demonstrated ability to use sound judgment, seek guidance when appropriate, advocate for community members, address concerns respectfully, and make appropriate decisions when faced with sensitive, challenging, or unfamiliar situations.
- **Humility & Truth**
  Demonstrated ability to recognize and respect the knowledge, experiences, choices, and roles of community members, Elders, Knowledge Keepers, healthcare professionals, and other service providers, while accurately representing one's own knowledge, experience, and scope of responsibility.
- **Organization & Time Management**
  Demonstrated ability to organize and prioritize multiple responsibilities, appointments, home visits, clinics, workshops, referrals, follow-ups, and changing community needs while meeting required timelines.
- **Administrative & Documentation Skills**
  Demonstrated experience maintaining accurate client records, activity reports, statistics, referral documentation, program records, correspondence, or other confidential administrative documentation.
- **Communication, Collaboration & Relationship Building**
  Demonstrated ability to establish and maintain positive working relationships with community members, families, health professionals, coworkers, community organizations, and external service providers through effective verbal and written communication.
- **Adaptability, Problem-Solving & Professional Judgment**
  Demonstrated ability to respond appropriately to changing priorities, unexpected community needs, emotionally difficult situations, and competing demands; identify when an issue is outside the scope of the position; and seek appropriate assistance or escalate concerns when required.

Conditions of Employment:
Must be willing to obtain prior to employment

- Must provide a satisfactory vulnerable sector check as a condition of employment
- Access to reliable transportation

Selection Criteria

Saugeen First Nation is committed to providing employment opportunities that support the growth, development, and participation of Indigenous peoples within our community. In accordance with our employment practices and community priorities, preference will be given to qualified candidates in the following order:

1. **Saugeen First Nation Members (Status Members)**
2. **Indigenous, Metis, Inuit**
3. **Non-Indigenous People**

All applicants must meet the required qualifications, skills, experience, and suitability requirements outlined in the job posting. Saugeen First Nation is committed to fair, respectful, and culturally appropriate hiring practices that support the advancement of community members and Indigenous employment opportunities.

Employment Equity Statement

Saugeen First Nation is committed to fostering a respectful, inclusive, and equitable workplace that recognizes and values the diversity of our community, citizens, and employees. We strive to create an environment where all individuals are treated with dignity and respect and have equitable opportunities to participate, contribute, and succeed.

We welcome applications from qualified candidates of all backgrounds, including women, Indigenous peoples, persons with disabilities, members of 2SLGBTQIA+ communities. Saugeen First Nation recognizes that diverse perspectives, experiences, and knowledge strengthen our workplace and enhance the services we provide to our community.

Saugeen First Nation is committed to providing accommodations throughout the recruitment and selection process. Applicants requiring accommodation are encouraged to identify their needs so appropriate arrangements can be made.

To Apply:

Please send your Cover Letter and Resume to:
Tiffany Dedo, HR Manager at tiffany.dedo@saugeen.org
OR drop your Cover Letter and Resume off at the SFN Band Office at:
6 Cameron Dr., Southampton, ON N0H 2L0

Subject Line: Community Health Representative (CHR)

Deadline To Apply: Friday October 30th, 2026 at 4:00p.m.