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ANCIENT SPIRIT, MODERN MIND

## Huu-ay-aht Job Posting

**Full-Time Position:** Outreach Worker

**Location:** Anacla (Bamfield, B.C.)

**Salary:** \$48,750-62,400

**Authority Relationship:** Reports to Director of Community Services

**Application Requirements:** Cover letter & Resume

### Function and Job Summary

This position ensures strong front-line support for Huu-ay-aht citizens. Huu-ay-aht seeks to hire a Drug and Alcohol counselor, to meet the challenges, roles and responsibilities described below. This position is based out of Anacla. Company vehicles can be used to travel to work or staff accommodation is available.

### Key Accountabilities

The Outreach worker will:

- Provide emotional support and crisis intervention to Huu-ay-aht citizens or community members.
- Respect and protect the privacy of information relating to all clients.
- Support people to reach their own resolutions or develop strategies to address and remedy their concerns.
- Liaises with supports and other team members as required.
- Always maintain confidentiality.
- Promote a performance-focused environment in alignment with Huu ay aht values, culture, and business goals.
- Work closely with our Huu-ay-aht Cultural Team for wellness plans.
- Be an advocate for referral process.
- Other duties as assigned.

### Job Description:

- Provide one on one drug and alcohol information / harm reduction model and crisis intervention to Huu-ay-aht Citizens / community members.
- Develop skills and behaviors that are necessary to support their addiction recovery or harm reduction.
- Providing relevant information or resources specific to the client's needs
- Support group facilitation where appropriate along with health team and counsellors.
- Educate citizens on treatment options, methods, and techniques to ensure the patient understands the process when they are completing the intake procedures.

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**Office:** Anacla Government Office, 170 Nookemus Road, Anacla, B.C., V0R 1B0

Phone: 1.888.644.4555/ 250.728.3414 Fax: 250.728.1222

**Mail:** Port Alberni Government Office, 4644 Adelaide Street, Port Alberni, B.C., V9Y 6N4 Phone: 250.723.0100 Fax: 250.723.4646



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- Work closely with our Clinical Counselor to collaborate on treatment methods and plans for clients and to assess suitability for counseling services or referrals to other treatment centers.
- Provide Harm Reduction Training
- Continue to support and follow-up with aftercare treatment plan.
- Maintain records for patient tracking, along with personal files for your use as you work with the patient and create the treatment plan.
- Maintain case files.

### Valuable Skills for an Outreach Worker

- Strong communication and written skills.
- Strong desire to help others.
- Comfortable working in a multidisciplinary team.
- Understand and knowledge cultural sensitivity.
- Strong skillset in confidence, motivation, inspiration and initiative.
- Respect privacy and confidentiality.

### Operational Requirements

- Must have a valid class 5 driver's license.
- Must be willing to attend Huu-ay-aht cultural and community events.
- Some travel, including overnight and or weekends.
- Willingness and ability to work overtime, including evenings and weekends.
- Successful background checks, including employment verification, criminal records checks, reference checks, and education/credential verification.

### Education and Experience Requirements

- Demonstrated ability and experience in upholding values essential to Huu-ay-aht First Nations organizations: *Professionalism, Respect, Health, Effective Communication, Trust, Support.*
- Academic counselling qualifications: Human Services Diploma, or addictions counselling or equivalent, is required.
- Demonstrated understanding of, and strong experience with a trauma-informed approach to support clients
- Cultural sensitivity and Humility
- Valid First Aid certificate.
- Excellent oral and written communication and presentation skills.

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- Ability to communicate effectively in a professional manner with all clients and stakeholders.
- Ability to respect and protect the privacy of information relating to all clients.
- Ability to promote a performance-focused environment in alignment with the HFN's values, culture, and business goals.
- Ability to use Microsoft programs such as outlook, word, excel, teams (or zoom) and power point.
- Demonstrated ability to work independently and as part of a team

We thank all applicants for their interest in this position; however, only those candidates selected for an interview will be contacted. Please email your covering letter and resume to [hr@huuayaht.org](mailto:hr@huuayaht.org) or by fax 250-728-1222 or mail Att: Human Resources Manager, 4644 Adelaide Street, Port Alberni, BC, V9Y 6N4. Please quote Outreach Worker Posting. Closing date for this position is **May 31, 2024**, at 12:00 pm.

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**Vision** - *The Huu-ay-aht envision a strong, self-governing, and self-reliant Nation. lisaak will guide us as we work together to foster a safe, healthy, and sustainable community; where our culture, language, spirituality, and economy flourish for all.*

**Mission** - *As a leader among First Nations, the Huu-ay-aht First Nations will create certainty for its community, generate wealth for financial independence, provide economic opportunities, deliver social, cultural and recreational programs for all Huu-ay-aht.*

### Huu-ay-aht First Nations Values

#### PROFESSIONALISM

- Ethics – be prepared, on time and ready to work
- Ethics – be responsible for the success of your work and others
- Lead by example
- Respect - for confidentiality, yourself, and co-workers
- Work / Life Balance
- Work Smarter - Share your expertise and your successes
- Take pride in your work

#### RESPECT

- Golden Rule – Treat others how you want to be treated
- Listen actively and attentively to what people are saying and clarify
- Accept people for who they are and do not judge
- Basic Etiquette – remember the common courtesies, kindness & compassion
- lisaak
- Observe protocol and ceremony

#### HEALTH

- A healthy body, mind and soul through proper diet, sleep, and exercise
- Avoid burning out with a proper work / life balance
- Be positive - always remember to smile and laugh

- Care about each other, ask questions and follow up
- Be appreciative of one another and the work we do

#### EFFECTIVE COMMUNICATION

- Think twice, speak once
- Make sure your body language is sending the correct message
- Provide responses in a timely manner; acknowledge request and provide timeline
- Listen attentively and clarify

#### Trust

- Walk the talk - be honest, no gossiping
- Believe the good in everyone not the bad
- Voice your concerns, do not harbor them – clear the air
- Spend more time focusing on what you are supposed to be doing, and less time on what others are or are not doing
- Be happy and enjoy your work life

#### SUPPORT

- Be available to help and ask for help when needed
- Advocate and help one another
- Provide constructive criticism, not just criticism
- Do not gossip; stop gossip when it occurs
- Clarify and seek feedback from each other

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