



Okanagan Nation Alliance

101 -3535 Old Okanagan Hwy, Westbank, BC V4T 3L7
Phone (250) 707-0095 Fax (250)707-0166 www.syilx.org

EMPLOYMENT OPPORTUNITY

ELDERS WELLNESS COORDINATOR

The Okanagan Nation Alliance (ONA) is the Tribal Council for the eight member communities of the Okanagan Nation which includes Osoyoos Indian Band, Upper Nicola Band, Upper and Lower Similkameen Indian Bands, Penticton Indian Band, Westbank First Nation, Okanagan Indian Band and the Confederated Tribes of the Colville Reservation.

The ONA is currently interested in employing an Elders Wellness Coordinator who will work from a Syilx cultural perspective to develop and implement specific programs and provide holistic support to Elders with aim to improve their health and social well-being.

Under supervision of the Syilx Early Years Lead the position holder will work collaboratively with other ONA and community based wellness team members and ensure that program deliverables are met on schedule within the work plan, develop and maintain a program manual, develop implement and refine existing programs, provide one-on-one support when the need arises.

Key Responsibilities:

Program Development and Delivery

1. Meet with the communities and assess their unique needs and challenges.
2. Plan, coordinate and oversee the development and implementation of appropriate elders programs in the communities in an integrated manner, including curriculum development as required.
3. Develop and implement program work plans (including communication plan) to ensure that the program stays on schedule and that all tasks and contract deliverables are completed.
4. Work with elders and their caregivers/families to promote evidence-informed short-term, medium-term and long strategies for holistic wellness, including traditional wellness.
5. Provide support to the Syilx IRS committee as assigned by the Wellness Manager.
6. Collaborate with the Wellness team members to leverage resources and to make/receive appropriate referrals to services and programs.
7. Ensure that the Wellness Department Manual is implemented and data recorded and compiled as required for the program.
8. Maintain and share an awareness of community resources, including traditional wellness activities and ceremonies, health/wellness services, social and recreational supports and programs offered by other agencies.

Technical Support and Capacity Building

1. In consultation with the Wellness team, traditional healers and communities, plan and provide for capacity building within member communities, (e.g. workshops, training, mentoring staff etc.).
2. Support collaboration between relevant partners such as Interior Health, FNHA and community resources.
3. Provide recommendations to the ONA regarding long term strategies to address elders' issues in our communities.
4. Promote community awareness and understanding of ONA's mandate regarding the wellness of our elders.

Administration

1. Implement and ensure assigned budget is expensed in an efficient manner as allocated to meet contract deliverables;
2. Collaborate on the development of funding proposals and grant applications as delegated.
3. Ensure all monthly, quarterly and annual reports are completed in a timely manner; provide reports and communication to community as required.
4. Manage files and the records system for the program.
5. Participate in program evaluation.
6. Assist in the development and implementation of appropriate proposals;
7. Actively participate in Wellness Team and other ONA meetings;
8. Assist in planning and actively participate in ONA events;
9. Other duties as appropriate and required for this position.

Qualifications Knowledge, Skills and Abilities

The position will require the following Qualifications Knowledge, Skills and Abilities:

Qualifications

Must have a bachelor degree in the social service field, such as but not limited to, Social Work, Indigenous Studies or nursing, plus three years relevant experience. Or equivalent education, training, and work experience

Knowledge, Skills and Abilities

1. Demonstrated experience and knowledge working with Indigenous elders health and wellness issues.
2. Knowledge of, and ability to apply, an understanding of Syilx cultural principles and protocols and ability to effectively engage elders in a respectful and culturally relevant and safe manner.
3. Ability to speak *nsyilxcən* or willingness to learn is preferred.
4. Knowledge of Syilx history, culture, demographics, goals and aspirations and the traditional needs of Elders; knowledge of Elder activities relevant to our elders.
5. Demonstrated ability to communicate effectively with elders, families, community members, community-based staff and partners.
6. Demonstrated ability to organize work, set objectives and establish priorities; manage time and resources and have ability to prioritize in order to efficiently deal with the workload expected of the position.

7. Ability to foster teamwork and a commitment to excellence in the provision of elders' services.
8. Excellent computer (Microsoft suite), presentation, community engagement and organizational skills.
9. Indigenous Ancestry preferred.
10. A reliable vehicle and a valid BC Driver's License and driver's abstract required.
11. Flexible work hours/willingness to work on evenings and weekends.
12. Current criminal record check with the RCMP.

Hours of work: 37.5 hours per week.

Application Procedures: Please send a current resume and covering letter to:

Holly Hutton, Wellness Program Assistant
Okanagan Nation Alliance
#101 – 3535 Old Okanagan Hwy, Westbank, BC V4T 3L7
Email: WellnessHR@syilx.org Fax: (250) 707-0166
COMPETITION OPEN UNTIL FILLED

**For more information about this posting, please contact the Syilx Early Years Lead at
250-470-7048 or earlyyears@syilx.org**