

EMPLOYMENT OPPORTUNITY



The Confederacy of Mainland Mi'kmaq

Department of Community Programs & Corporate Services

Hospital Liaison

About CMM

The Confederacy of Mainland Mi'kmaq (The CMM) is a Tribal Council representing eight Mi'kmaq communities of mainland Nova Scotia. Our mission is to proactively promote and assist Mi'kmaq communities' initiatives towards self-determination and enhancement of community. The CMM is located in the Millbrook Mi'kmaw Community in Nova Scotia and has over 80 Employees. The CMM's Department of Infrastructure & Community Services is currently looking for an energetic, mature and independent candidate to fill the role of a **Hospital Liaison**. This position is based out of the Halifax Regional Municipality (HRM).

Position Overview

The Hospital Liaison will report to the Health Services Manager and provide support to all Atlantic First Nations and Inuit community members who request support when receiving or about to receive medical treatment in the HRM.

Responsibilities:

- Provide support and navigation services to clients with regards to the Nova Scotia health system, accessing relevant health information and support networks
- Refer First Nations clients to any relevant services such as: Indigenous Services Canada, First Nations Inuit Health, or Non-Insured Health Benefits in order to assist in resolving issues with benefits
- Help client families navigate eligibilities for medically required services
- Provide health care and medical service provision information and support clients to ensure access and receipt of relevant health information
- Provide support to individuals and families who request assistance attending medical appointments and consultations if requested by clients
- Display care and foster respect by visiting Mi'kmaw patients in the hospital (much like a pastoral service)
- Preparing and submitting reports to the Health Services Manager
- Maintaining a daily journal and presenting updates at CMM Health Committee and communities as needed

Position Requirements:

- Experience working in First Nations community or organization an asset
- Knowledge and understanding of Mi'kmaw culture and communities, as well as cross-cultural knowledge and competency
- Knowledge and understanding of available Health services (Provincial, First Nations Inuit Health Branch, and Non-Insured Health Benefits, etc.)
- Must be able to work with culturally safe, professional and confidential practices
- Ability to work independently and take direction as necessary
- Strong written and oral communication along with advocacy skills
- Proficiency in Microsoft Office Suite
- Must be able to organize and prioritize, while working in a fast-paced environment
- Must have a valid driver's license, reliable transportation, and ability to travel frequently (day and overnight trips)
- Must be willing to provide a recent criminal records check as well as a 'clear' vulnerable sectors and child abuse registry check
- Mi'kmaw language (spoken and/or written) an asset

Salary/Employment Term:

Salary Range: \$33,000 - \$38,000 per year based on qualifications and experience. This is a **one-year** contract position with the opportunity of renewal and subject to the policies and practice of The CMM. The CMM offers a substantial benefits package to all employees.

Application Deadline: October 31, 2019 by 4:00pm

Submit Resume to:

Human Resources
c/o The Confederacy of Mainland Mi'kmaq
PO Box 1590, Truro, Nova Scotia B2N 5V3
Email: HR@cmmns.com

*We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. **Only those applicants who qualify for an interview will be contacted.** The successful candidate may be required to submit a current criminal record check.*