

<b>Job Title:</b>	<b>Health &amp; Promotions Worker</b>	<b>Job Category:</b>	Health & Social
<b>Department/Group:</b>	Health & Social Department	<b>Job Code/ Req#:</b>	5030
<b>Location:</b>	1420 Hwy 3 Cawston	<b>Travel Required:</b>	Minimal
<b>Level/Salary Range:</b>	25.00/hr	<b>Position Type:</b>	Full-time 37.5/week
<b>HR Contact:</b>	Diane Wood	<b>Date posted:</b>	March 31, 2026
<b>Will Train Applicant(s):</b>	n/a	<b>Posting Expires:</b>	April 14, 2026

### Applications Accepted By:

**E-mail:** [diane.wood@lsib.net](mailto:diane.wood@lsib.net)

**Attention:** Diane Wood

**Mail:** Lower Similkameen Indian Band  
Box 100  
Keremeos, BC V0X 1N0  
Attn: **Diane Wood**

### Job Description

#### PROGRAM

The Health/Social Department, in collaboration with the LSIB and broader community, is responsible for increasing the capacity and sustainability of the Department and enhancing engagement/ownership of the health of the Smalqmix people. The Department develops and implements health programs that incorporate the traditions, values, and strengths of the Smalqmix people.

#### PURPOSE OF THE POSITION

To promote health-related activities, workshops, and programs for Lower Similkameen community members.

#### SUPERVISION RECEIVED

The Community Health Promotion Worker operates under the direct supervision of the Health/Social Manager.

#### SUPERVISION EXERCISED

The Community Health Promotion Worker does not supervise employees.

#### DUTIES AND RESPONSIBILITIES

- Assists with the promotion and coordination of the health services, clinics, and functions;
- Develops, implements, or facilitates health-related workshops or information sessions for families;
- Interacts with Band employees, members, committees, and working groups, other First Nation communities, the public, government agencies, other stakeholders, and special interest groups;
- Promotes healthy lifestyles including exercise, nutrition, overall health, and safety;
- Promotes community health education and wellness clinics, including bringing in speakers on various topics, and acts as a liaison for the specialty services for the community.
- Transports community members to eligible medical appointments as required;
- Acts as a liaison with the Lower Similkameen community and liaises with external health services to enhance services available to the community;
- Coordinates cultural and traditional activities in the form of crafts and languages;
- Arranges and takes community members on cultural, social, educational events, and other field trips;
- Provides transportation of clients as required;
- Monitors areas of responsibility for opportunities for improvement and innovation and works proactively to implement these;

- Attends departmental meetings and events as required;
- Participates in relevant training and workshops identified by the Manager to enhance program services;
- Ensures that service quality standards are maintained and consistently delivered in all areas of responsibility;
- Develops effective working relationships with members, stakeholders, and co-workers by assisting in the resolution of issues and complaints and referring them to the Manager when required;
- Maintains strict confidentiality and exercises sound judgment and discretion when dealing with sensitive issues;
- Presents a professional, positive, and helpful attitude at all times when interacting with children, families, the community, and co-workers;
- Promotes a safe workplace; ensures that all established safety procedures are followed;
- Carries out other duties essential to the position as directed by the Manager.

### **FINANCIAL RESPONSIBILITY**

The Community Health Promotion Worker does not have financial responsibility.

### **EDUCATION AND EXPERIENCE**

- Degree or diploma in community development, or human services or related field, and
- 2 years related experience; or
- Equivalent combination of education and experience;
- Experience planning and promoting events;
- Experience working with people from all age groups (e.g., babies – elderly);
- Clean criminal record check with Vulnerable Sector required;
- Valid standard first aid and CPR certificate;
- Class 5 driver's licence, reliable vehicle, and a clean driver's abstract are required.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Advanced interpersonal and organizational skills and extremely detail-oriented;
- Advanced verbal and written communication skills;
- Ability to provide, obtain, or follow clear, concise, and accurate information orally and in writing (including spelling, grammar, context, and structure);
- Ability to establish and maintain respectful, cooperative, and productive working relationships with a variety of individuals to complete work assignments;
- Ability to work independently with limited direction, act on own initiative, set own priorities, and meet tight, changing, or concurrent deadlines;
- Ability to maintain strict confidentiality and to exercise sound judgment and discretion when dealing with sensitive issues;
- Ability to deal effectively and efficiently with occasionally aggressive or demanding individuals to provide or obtain information to clarify or resolve issues;
- Ability to follow safe work procedures;
- Strong work ethic, including the ability to take initiative; to attend work on a regular and consistent basis, and to demonstrate a collaborative approach to problem solving.

**\*\* LSIB would like to thank all applicants, but only those who are shortlisted will be contacted \*\***

## COMPETENCIES DEFINED

### CORE COMPETENCIES

#### **Respect/Collaboration**

**RESPECT:** Treats all people with dignity, respect and fairness. Resolves interpersonal conflicts constructively. Shares time, energy and knowledge with others to ensure they can succeed. **INCLUSIVENESS:** Demonstrates awareness and respect of cultural and individual values. Appreciates and leverages the strengths of others to accomplish goals, regardless of background. Listens to ideas from others, even when different from own. Is careful to ensure all sides are heard before reaching a conclusion.

#### **Trust & Honesty/Building Trust**

**HONEST:** Behaves and expresses oneself in an open and honest manner. Is consistent in word and actions. Tells the truth even when it is difficult. Shares information accurately, completely and appropriately.

**COMMITTED:** Follows through on assignments and commitments. Supports LSIB goals and initiatives. Adheres to all policies and procedures.

**Compassion** Genuinely cares about people; is concerned with their problems; is available and ready to help; demonstrates real empathy with the joys and pains of others

**Accountability/Taking Initiative** Responds appropriately on own to improve outcomes, processes or measurements. Assumes responsibility and leadership when asked. Accomplishes goals independently, with little need for supervision. Takes ownership and accountability for own performance. Seeks out and/or accepts additional responsibilities in the context of the job. Identifies problems, obstacles or opportunities and takes appropriate action to address current or future problems or opportunities. Proactively doing things and not simply thinking about future actions.

### HEALTH/SOCIAL FOCUSED COMPETENCIES

**Adaptability** Adapts and responds to changing conditions, priorities, technologies, and requirements. Recognizes new information and ideas with a willingness to alter opinions and behaviours. Applies versatility, reasoning, innovativeness in the face of change. Able to collaborate comfortably in a variety of situations and with diverse individuals.

**Attitude and Commitment** Displays a positive and professional attitude on a daily basis and when responding to a variety of workplace situations. Displays obligation and dedication to LSIB, clients and colleagues.

**Communication (Written and Oral)** Provides regular, consistent, and meaningful information. Listens carefully to others and ensures message is understood. Ensures important matters are shared with all appropriate parties. Communicates in a clear and concise manner. Uses appropriate grammar, pronunciation and tone to enhance understanding. Demonstrates professionalism through body language, including eye-contact and posture. Tailors communication style to needs of the recipient.

**Critical Thinking** Analyses and interprets data and information gathered from observation, investigations, formal and informal communication, reports, legislation, and other sources in order to develop conclusions. Reflects on past experience, organizational practices, and processes in order to determine the correct course of action. Is able to analyze the internal and external environment in order to identify current and future opportunities, challenges, and risks.

**Customer Service** is the ability to anticipate and meet the needs of both internal and external customers. Delivers high-quality products and services; is committed to continuous improvement. Understanding and meeting the needs of clients (clients are individuals or groups who use the department's services).

**Delivering Results (Productivity and Personal Growth)** Strives to consistently achieve excellence in all tasks and goals. Maintains focus and perseveres in the face of obstacles. Uses time efficiently and responds quickly and constructively when confronted with challenges. Prioritizes tasks based on importance. Ensures job knowledge and skills are current and valuable. Receptive to feedback.

**Functional Knowledge and Skills** Demonstrates skills and knowledge relevant to one's own function or work group. Applies current best practices in discipline or specialty area. Stays aware of major developments in discipline or specialty area. Recognized by customers and team members for functional knowledge and skills.

**Networking and Relationship Building** Effectively builds constructive, friendly, professional relationships and networks of key contacts with clients and colleagues; maintains partnerships that can provide information, assistance, and support

**Planning, Organizing and Coordinating** involves proactively planning, establishing priorities and allocating resources. It is expressed by developing and implementing increasingly complex plans. It also involves monitoring and adjusting work to accomplish goals and deliver to the organization's mandate.

**Resources and Fiscal Management** Uses resources such as human capital, supplies, products, materials, and other useable items effectively and with foresight to available and limited funds.

**Teamwork and Co-operation** is the ability to work co-operatively within diverse teams, work groups and across the organization to achieve group and organizational goals.