

**ANABIP Program Assistant Job Description
(REVISED May 2017)**

EXTERNAL POSTING - 1-year term with option for annual extension

Posted Date: Thursday May 25, 2017

Closing Date: Friday June 9, 2017 @ 4:30pm

Submit Resume + Cover Letter to the OW Front Desk or electronically to:

Diana Creyke (Diana.creyke@wetsuweten.com) or

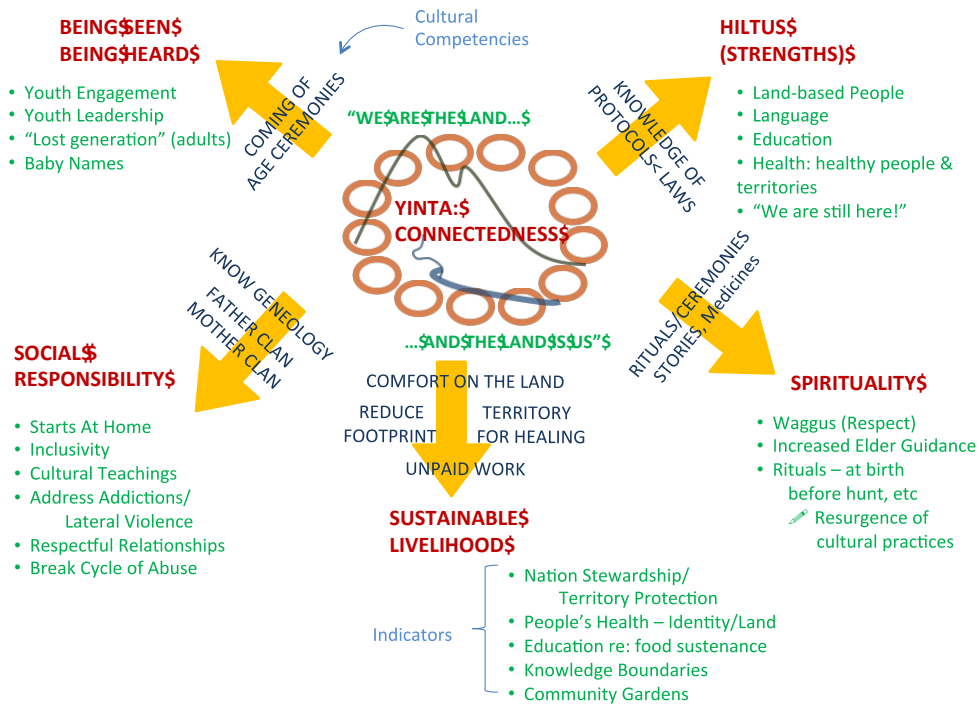
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Program Summary: The ANABIP program is MCFD-funded that focuses on providing both **practical and cultural interventions** to support Wet'suwet'en families in need. The ANABIP team provides direct services to individual children, youth and families as well as facilitates community wellness activities and camps. ANABIP provides practical interventions (i.e. "meets clients where they are at") with the purpose of leading to cultural interventions. Many children, youth and families in need are also the most culturally disconnected. ANABIP's work focuses on closing that gap so that children, youth and families can build resiliency by becoming culturally stronger. The ANABIP program provides intensive supports to children, youth and families involved and/or at risk of becoming involved with MCFD child protection to develop culturally-grounded solutions in order to manage risks, facilitating house group/Clan decision making processes, and providing trauma-informed opportunities for healing and wellness. The ANABIP program is a practice application of the Wet'suwet'en Wellness Working Group, which has developed the Wet'suwet'en Holistic Wellness Conceptual Framework (see below).

Position Summary: By utilizing the Wet'suwet'en holistic wellness conceptual framework, the ANABIP Program Assistant assists the Frontline Workers to provide direct services to individual Wet'suwet'en children, youth and families as well as assists with the facilitation Wet'suwet'en community wellness activities and camps.

Reporting Relationships: The ANABIP Program Assistant reports directly to the ANABIP coordinator.

Wet'suwet'en Holistic Wellness Conceptual Framework



PRIMARY RESPONSIBILITIES: By utilizing the Wet'suwet'en holistic wellness conceptual framework, the ANABIP Program Assistant assists the Frontline Workers in carrying out the following duties and activities:

- Responding to referrals, collaborating with people and organizations that make referrals;
- Work with cultural experts to ensure Wet'suwet'en cultural protocols guide and inform direct service;
- Addressing complex, high-risk protection needs of Wet'suwet'en families where children are at significant risk of harm due to multiple risk factors;
- Providing brief and intense home based multiple component interventions designed to prevent child out-of-home placement and reduce risk for child maltreatment by helping family members alter behaviors that have created or sustained risk factors;
- Supporting, Assessing, Planning, Creating, Implementing and Reviewing Family/Individual Wellness plans;
- Providing and maintaining supports for referred children, youth and families including counseling, conflict management, and advocacy on behalf of clients to other organizations;
- Providing culturally appropriate group and/or individualized parent education including Wet'suwet'en-specific traditional parenting approaches;

- Engaging in and promoting Wet'suwet'en cultural practices (i.e. Wet'suwet'en Governance System, Food Harvesting, Chief and Clan member social responsibilities)
- Engaging house groups to be involved in creating and supporting wellness plans and cultural reconnection;
- Providing practical interventions including home visits, transportation, and supervised visits;
- Maintaining accurate file documentation using the ANABIP file management system;
- Facilitating group projects as assigned (i.e. youth engagement, women's empowerment, men's wellness, Elder's gatherings, etc.) including preparing planning documents (work plans) and final reports after the events are concluded;
- Understanding and complying with Human Resources and Finance Policies;
- Being a spokesperson for the ANABIP program – providing presentations at meetings and community gatherings and making paybacks in the Feast Hall.

QUALIFICATIONS:

Knowledge & Experience:

1. **Wet'suwet'en Cultural Education:** Demonstration of cultural knowledge of the governance system, language, cultural protocols for caring for children/youth, and food harvesting experience. The successful applicant must be an active participant in the Feast Hall and demonstrate a commitment to life-long cultural learning.
2. **Western Education:** Social Work/ Health/Education Certificate (or related field) with a minimum of 1 year relevant work experience **OR** a minimum of 2 years relevant work experience with educational requirements actively being completed. Knowledge of organizational processes such as MCFD, Northern Health and Ministry of Education, as well as clinical practice models are assets.

Skills & Abilities: The successful candidate will present a clear and up-to-date criminal record and drivers abstract and complete the required MCFD privacy training within a month of hiring. The successful candidate enjoys working in a team environment and is able to set healthy boundaries, take calculated risks, engage in reflective practice, take personal responsibility for wellness, and promote/support the wellness of the ANABIP team.

Personal Qualities: Empathic, resourceful, flexible, team player, accountable, creative, innovative, and a positive role model in community regarding Wet'suwet'en wellness.