



**WAASEGIIZHIG**  
Nanaandawe'iyewigamig

# EMPLOYMENT OPPORTUNITY

## Clinic Assistant (1 Full Time position)

We provide primary health care through a range of options including prevention, assessment, diagnosis and treatment. Our team includes health professionals, educators and support workers representing both traditional Aboriginal and contemporary models of care, and uses wholistic health and community development concepts.

This position supports optimal client care by welcoming clients and obtaining initial information required to provide effective care; ensuring clinic rooms are adequately stocked and cleaned to infection control standards; maintaining a supply of sterile equipment and supplies; and maintaining equipment and supply inventories. Backup support for front desk positions when necessary.

**NOTE: Anishinaabe traditional practices involving burning sacred medicines including tobacco, sweetgrass, sage and cedar and other cultural protocols occur regularly within our work setting.**

### QUALIFICATIONS:

- Personal Support Worker Certification
- experience working in an Anishinaabe organization and ability to understand and speak Anishinaabemowin a definite asset;
- excellent interpersonal and problem-solving skills, and demonstrated ability to communicate effectively;
- strong organizational and inventory management skills;
- demonstrated ability to work independently and be an effective team member;
- knowledge and understanding of infection control practices;
- strong commitment to ongoing training (some on the job training will be provided);
- valid drivers' license and own vehicle required; copy of current drivers' abstract required;
- current criminal records check;
- proof of immunization in compliance with policy requirements is mandatory for employment;
- positive attitude and capacity to act as a healthy lifestyle role model.

Salary is competitive and reflects both the responsibilities of the position and conditions of employment.

**APPLICATION DEADLINE: Monday, April 12, 2021**

Please send resume with covering letter and three references, to:  
Clinic Assistant  
WAASEGIIZHIG NANAANDAWE'IYEWIGAMIG  
P.O. Box 320,  
Keewatin, Ontario  
POX 1C0

email: [pskead@wnhac.org](mailto:pskead@wnhac.org)  
fax: (807) 467-8341  
phone: (888) MYWNHAC ext 221

We thank all applicants for their interest in this position; however, please note only those selected for an interview will be contacted.