



# Whitecap Dakota Nation

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## EMPLOYMENT OPPORTUNITY HOME AND COMMUNITY SUPPORT WORKER HEALTH

<b>Status:</b>	Full-Time Term (to December 31, 2025)
<b>Location:</b>	Whitecap Dakota Nation (In Person)
<b>Hours of Work:</b>	8:00AM – 4:30PM
<b>Total Hours:</b>	37.5 hrs. per week
<b>Salary Range:</b>	Competitive
<b>Closing Date:</b>	May 3, 2025, at 4:30pm

### ABOUT US

We are a modern and progressive Nation located 26 km south of Saskatoon. Whitecap Dakota Nation is a thriving community focused on growth, innovation, and cultural Preservation. You can Learn more at [www.whitecapdakota.com](http://www.whitecapdakota.com)

### POSITION OVERVIEW

Whitecap Dakota Nation (WDN) is seeking a talented and motivated Home and Community Support Worker to join our dynamic team. The ideal candidate will combine excellent home management and meal preparation abilities with a strong commitment to our values. This role offers an exciting opportunity to support the health and well-being of community members by providing in-home care based on assessed needs, while working with a collaborative team dedicated to enhancing the quality of life for Whitecap residents.

### KEY DUTIES

The following duties are a summary of the primary responsibilities. The Employee may not be required to perform all listed duties and may be assigned additional position-specific tasks as needed. In accordance with the standards of the WDN and reporting to the WDN Home and Community Care Nurse, the Home and Community Support Worker will:

- provide home management assistance as assigned including:
  - Light housekeeping tasks;
  - Changing of bedding and linens as required;
  - Laundry; and,
  - Shopping assistance;
- provide healthy and nutritious meal preparation as assigned;
- monitor and report on client conditions and abilities to supervisor;
- make recommendations for the improvement of client care when appropriate;
- follow all Personal Protective Equipment (PPE) guidelines for need and use;
- uphold the highest levels of client confidentiality;
- attend training programs and in-services as directed;
- work as a member of the homecare team;
- file monthly statistical reports as required;
- adhere to all safety regulations, procedures, and safe work practices, including the successful completion of required Occupational Health & Safety (OH&S) training; and
- perform other duties as assigned.



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## QUALIFICATIONS

- demonstrated ability to work with others;
- strong interpersonal communication skills, and ability to quickly engage others;
- able to maintain strict confidentiality;
- working knowledge of Microsoft Office applications, including Word, Excel, and Outlook;
- strong record-keeping skills;
- experience working with First Nations communities and cultural understanding is a valuable asset;
- understanding of Dakota cultural and values consider a strong asset;
- understanding of the Dakota language would be an asset.
- must possess and maintain a valid Saskatchewan driver's license and a reliable vehicle.

## APPLICATION PROCESS

- Submit a cover letter and resume by email to: [employment@whitecapdakota.com](mailto:employment@whitecapdakota.com)
- The successful candidate will be subject to an acceptable Criminal Record Check and Vulnerable Sector Check as a condition of employment.

**We thank all applicants for their interest; however, only those selected for an interview will be contacted.**