



# Wellness Lead

## Employment Opportunity

<b>Position Title:</b>	<b>Wellness Lead</b>
<b>Reports To:</b>	Health Director
<b>Hours:</b>	35 hours per week
<b>Wage:</b>	\$37.55 - \$39.53 per hour <i>(starting wage commensurate with experience)</i>
<b>Status:</b>	Full-time   Permanent
<b>Start Date:</b>	ASAP
<b>Benefits:</b>	Comprehensive benefits package   RRSP matching
<b>Location:</b>	Burns Lake, BC

*At Lake Babine Nation, we believe that through good governance, we will ensure all members have a healthy, traditional, and prosperous future. Our commitment to respect, honesty, tradition, and health and wellness helps enable a strong community and brings a rich culture to Lake Babine Nation as a workplace. Our commitment to excellence creates the opportunity for an empowering and rewarding career with the Nation.*

### **JOB SUMMARY**

The Wellness Lead position is a leadership role that focuses on promoting mental health and wellness for Lake Babine Nation's members. This role involves overseeing programs and initiatives aimed at improving the mental health and well-being of employees or clients.

### **OVERVIEW OF DUTIES & RESPONSIBILITIES**

*These duties and responsibilities are intended to give an overview of this position's regular activities and are not intended to create barriers or limits. Additional duties and responsibilities may be assigned as necessary.*

#### **Operations**

- **Program Development:** Creating and managing wellness programs that address physical health, mental health, nutrition, fitness, stress management, and work-life balance.
- **Employee Engagement:** Encouraging participation in wellness activities and initiatives, and fostering a culture of health and well-being within the organization.
- **Assessment:** Conducting assessments to identify the wellness needs of employees or community members, and evaluating the effectiveness of wellness programs.
- **Collaboration:** Working with healthcare providers, nutritionists, fitness professionals, and mental health experts to provide comprehensive wellness resources.
- **Communication:** Developing communication strategies to promote wellness initiatives and resources available to employees or community members.
- **Feedback and Improvement:** Gathering feedback on wellness programs and making continuous improvements based on participant experiences and outcomes.



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## Employment Opportunity

### Administration

- Creates annual work plans to support operations and personal/professional development.
- Submits timesheets, requests, and documentation according to policies and procedures.
- Participates in professional development to support career growth.
- Additional administrative-specific work as assigned.

## MINIMUM REQUIRED QUALIFICATIONS

### Education, Experience, Certifications, Training

- Bachelor's degree in social sciences preferred, or
- Diploma in Social Services plus 2-5 years of experience in development and empowerment of communities

### Skills & Abilities

- Knowledge of First Nations culture and traditions (specifically Nedut'en).
- Demonstrated leadership and team-building skills.
- Knowledge of mental health promotion with a commitment to creating a supportive and inclusive environment.
- Commitment to supporting lasting and meaningful reconciliation in Canada as per the Truth and Reconciliation Commission (2015) and BC's Declaration on the Rights of Indigenous Peoples Act (2019).
- Knowledge of the historical, social, economic, and political impacts on Indigenous communities and familiarity with Indigenous Cultural Safety and anti-racism initiatives and accompanying reports (BC DRIPA, TRC, etc.).
- Proficient in Microsoft Office suite (Word, Excel), word processing programs, and Adobe Acrobat
- Strong written and oral communication skills, including report writing
- Excellent listening skills with confidence in interacting with individuals and groups
- Ability to understand and address the issues, concerns, and interests of others
- Strong communication and interpersonal skills
- Knowledge of health and wellness principles
- Experience in program management
- Ability to analyze data and assess program effectiveness
- Passion for promoting a healthy lifestyle

### Position-Specific Competencies



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- Initiative: self-starter; takes responsibility for own time and effectiveness. Takes the first step to identify and address existing or potential obstacles, challenges, and opportunities.
- Engagement: Builds trusting relationships with youth and fosters a sense of belonging.
- Program Development: Designs and delivers engaging, culturally rooted programs.
- Leadership: Acts as a role model and mentor for young people.
- Cultural Sensitivity: Respects and incorporates the values and traditions of LBN into youth programming.

## EMPLOYMENT REQUIREMENTS & CONDITIONS

### Job Requirements

- Valid Class 5 B.C. Driver's License.
- Completion of a Criminal Records Check with satisfactory results relevant to the position.

### Working Conditions

- Physical conditions (outdoors, lifting, walking)
- Hours of work (extended hours, evening, weekend, etc.)
- Psychological health and safety (may encounter potentially stressful situations)

## Apply Now!

Complete the [application form](#) and email it with your cover letter and resume to HR:

**Attention:** Human Resources  
**Email:** [hr@lakebabine.com](mailto:hr@lakebabine.com)

Pursuant to Section 41 of the B.C. Human Rights Code, preference may be given to applicants of Indigenous ancestry.

**We thank all applicants for their interest; short-listed candidates will be contacted for an interview.**