



One Arrow First Nation Employment Opportunity

Maternal Child Health – COHS Worker (Full-time Position)

POSITION SUMMARY:

Reporting to the Director of Health, this position will be responsible for participating in the delivery of community health through support, information and linkages to other services for pregnant women, families with infants and young children. With direction from the Dental Therapist, this position is also responsible for administration and reporting of program delivery and taking an active role in promoting the Child Oral Health Services (COHS) to help children in the community establish and maintain healthy teeth and gums. The focus of this position is to build on other community programs focused on preventative care initiatives.

KEY RESPONSIBILITIES:

- Assist the Community Health Nurse (CHN) with prenatal and postnatal community members to educate and provide information to expectant women and young families on pregnancy, nutrition, family planning, healthy parenting, child development and general health.
- Attend Pre-Natal Workshops and distribute prenatal nutrition vouchers through the prenatal nutrition program under the direction of the CHN.
- Assist the CHN with communicable diseases administrative duties:
 - Create and distribute invitations for immunizations.
 - Provide transportation to community members for medical appointments and health events.
 - Follow-up with other partners.
 - Collect consent forms and maintain current, accurate and secure files.
 - TB screening.
- Make home visits in the community.
- Act as a link between the dental professional and the community.
- Collect appropriately completed authorization and consent forms of COHS services and maintain forms/records for COHS accurately and in a confidential manner.
- Collect verbal and written medical history updates for children enrolled in COHS.
- Arrange clinics for children aged 0-7 years for the COHS Dental Therapist as required.
- Assist in arranging presentations to individuals and groups such as daycare operators, pregnant women, parents/caregivers, Headstart children, and others as required.
- Work with other staff and programs such as Brighter Futures, Nobody's Perfect, Teddy Bear Clinic, etc. to promote participation.
- Attend monthly care management meetings and staff meetings as required.
- Provide other related duties as required.

QUALIFICATIONS

- Early Childhood Education.
- Grade 12 diploma or equivalent.
- Experience working with First Nations and First Nations Health.
- Advanced First Aide Certification

- Infant/Child CPR Certification
- Nobody's Perfect Parenting Program
- Child Passenger Safety Training
- Fetal Alcohol Spectrum Disorder Training
- An equivalent combination of education, training and related experience may be considered.
- Must be physically and mentally capable of performing duties
- Computer proficiency in MS Office applications (Word, Excel, Outlook)

OTHER:

- Must possess a current valid Saskatchewan driver's license, have a dependable vehicle and meet the community insurance requirements
- As a condition of employment must provide:
 - A satisfactory and current Criminal Record Check with vulnerable sector search; and
 - Comply with Fit for Duty policy and participate in mandatory pre-employment drug and alcohol test.

To Apply, please submit cover letter, resume and three professional references to:

Shawna Greeyes, Human Resources
Box 147, Bellevue, SK. S0K 3Y0
Or Email: Shawna.greeyes@onearrow.cloud

DEADLINE: April 2, 2026