



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Tobacco Cessation Educator, Registered Nurse	
Position Number	Community	Division/Region
48-16826	Yellowknife	Primary Care/Yellowknife

PURPOSE OF THE POSITION

The Tobacco Cessation Educator, RN is responsible for providing leadership and expertise in coordinating the care for patients who are seeking tobacco cessation support in the Yellowknife Region.

In collaboration with the Northwest Territories Health and Social Services Authority (NTHSSA) and the Department of Health and Social Services (DHSS), the incumbent designs, develops, delivers, evaluates, and advises on education, care and treatment approaches for individuals who are interested in tobacco cessation support. The Tobacco Cessation Educator works closely with an NTHSSA Physician and/or NP who provide part-time support to the program and are part of the client care team to ensure that a full scope of tobacco cessation services is available to clients, including pharmacotherapy.

Work is performed in accordance with established standards from the CAN-ADAPTT Practice-Informed Guidelines for Smoking Cessation and the philosophy and objectives of NTHSSA to ensure that the clients' care, treatment, and educational needs are met.

SCOPE

NTHSSA is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłıchǫ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-indigenous. Health and social services include the full range of primary, secondary, and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.



While the Tłıchǫ Community Services Agency (TCSA) and Hay River Health and Social Services Agency (HRHSSA) operate under separate boards, NTHSSA will set clinical standards, procedures, guidelines, and monitoring for the entire Northwest Territories. Service Agreements will be established with these boards to identify performance requirements and adherence to clinical standards, procedures, guidelines, and policies as established by NTHSSA.

NTHSSA administers health and social services to the residents of the Yellowknife Region in the NWT. NTHSSA directly and contractually employs over 300 staff who deliver these services in Yellowknife, Ft. Resolution, Lutselk'e, N'dilo, and Dettah for the Yellowknife Region. NTHSSA provides and supports the delivery of services to adults, children, and seniors on an inpatient, outpatient, and outreach basis at multiple sites across the city of Yellowknife and the Communities of Lutselk'e, N'dilo, Dettah, and Ft. Resolution. These services include community-based social services, a public health clinic, primary care services, rehabilitation services, home and community care services, and long-term care/extended care services.

The legacies of colonization and residential schools have impacted Indigenous health outcomes and the way health and social services are delivered and accessed. The incumbent is required to always honor and promote a culturally safe environment. Practicing from a trauma informed care perspective is expected and the position requires that interaction with clients and families is tactful, respectful, and humble.

The Tobacco Cessation Pilot Clinic at NTHSSA is a tobacco cessation referral center for a culturally diverse population of the NWT, Yellowknife Region.

Self-Management is a core value of the program, and the Tobacco Cessation Educator works with clients to achieve self-management of their own health and well-being.

The incumbent determines the nursing management, education programming, resources and teaching methods required to treat individuals seeking tobacco cessation support.

As a member of a multidisciplinary team the incumbent works with other health and social service providers, indigenous organizations, local businesses, community groups and DHSS to promote healthy lifestyle choices, and the development and delivery of community programs. The position has an impact on reducing health care expenditures that result from the complications of tobacco use.

As a member of a multidisciplinary team, the incumbent works with all Primary Care Teams to coordinate care for patients who are considering tobacco cessation. This may include providing direct patient care, independently making day-to-day decisions regarding the therapeutic treatment, education, and care plans for individuals. The incumbent facilitates communication between the patient/client and other health care professionals. Health care providers in the



catchment area regularly contact the incumbent for advice on tobacco cessation options for their clients.

The incumbent is located in Yellowknife and reports directly to the Nurse in Charge, Primary Care. The Tobacco Cessation Educator may be required to work additional and flexible hours including days, evenings, and Saturdays for part or all of a 7.5-hour shift.

On a typical day the incumbent may work in Yellowknife Primary Care, seeing individuals who are seeking Tobacco Cessation support or supporting them virtually. The incumbent fields telephone requests from patients/clients, health care workers, including physicians, teachers, nurses, and students, and participates in meetings of community groups working on smoking/tobacco use and related health issues.

RESPONSIBILITIES

Note: Responsibilities are organized as follows:

1. Factors pertaining to program development/community development.
 2. Factors pertaining to patient education, care/treatment.
 3. Factors pertaining to professional continuing education.
 4. Factors pertaining to specialized care to enhance smoking cessation education and treatment options.
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1. **Develops, coordinates, implements, and evaluates programs using a patient-centered, integrated services delivery approach. Programs may be delivered in person or virtually.**
 - Coordinates, researches, designs, delivers, and evaluates services to facilitate learning, based on principles of adult education in relation to tobacco cessation.
 - Determines which resources and teaching methods are appropriate and effective, while recognizing and respecting individual, social and cultural differences.
 - Reviews and revises tobacco cessation education plans annually in collaboration with community members and health workers.
 - Ensures that policies and standards of tobacco cessation follow CAN-ADAPTT Practice-Informed Guidelines for Smoking Cessation.
 - Develops, revises, and implements data-gathering tools for smoking cessation related activities.
 - Attends and contributes to monthly Tobacco Cessation Pilot Clinic project meetings.
 - Generates smoking practice reports for each patient panel including unassigned patients.
 - Participates in requests from Federal Government and national agencies for program information.



- Participates on committees, task forces and research projects related to tobacco cessation.
- Facilitates community ownership and leadership in education by working with multidisciplinary community-based groups to increase their capacity to improve the health of their community members when requested.
- Supporting activities of the above responsibility.

2. Provides direct patient care and education to clients to facilitate the adoption of healthy lifestyle related behaviors for the prevention of complications associated with tobacco use.

- Determines which resources and teaching methods are appropriate and effective while recognizing and respecting individual, social and cultural differences. This includes conducting and evaluating physical assessment, psycho-social screening, and lifestyle assessment.
- Documents all medications/treatments, assessment data, plan of care, interventions and patient/client responses or outcomes in a timely manner.
- Researches, reviews, interprets, and disseminates current tobacco cessation information and best practices through workshops and counseling/training sessions.
- Speaks to individuals and groups about the Tobacco Cessation Pilot and tobacco cessation supports available in the NWT.
- Engages in an assessment of patient motivation, and detailed assistance for those willing to stop smoking using CAN-ADAPTT Practice-Informed Guidelines for Smoking Cessation.
- Promotes the autonomy of adults seeking tobacco cessation support and helps them to express their health needs and values to obtain appropriate information and services.
- Advocates and promotes principles of equity and fairness to assist patients/clients in receiving unbiased treatment and education and a share of health services and resources proportionate to their needs.
- Acts in a manner consistent with their professional code of ethics, responsibilities, and standards of practice.
- Communicates with other members of the health care team regarding the health care of clients receiving tobacco cessation counselling to provide continuity of care and promote collaborative efforts directed toward quality patient care. This may be done in writing, by telephone, by Electronic Record Messages, by Telehealth or in person.
- Supporting activities of the above responsibility.

3. Supports knowledge and skill development opportunities in Tobacco Cessation Counselling for health care providers, including physicians, nurses, dietitians, pharmacists, and lay workers.



- Directs care plan changes. As a consultant, the incumbent instructs health care providers on how to assess and recognize significant differences between actual and expected responses of patients/clients to treatment.
- Collaborates with colleagues to advocate for health care environments and public policy which support the health and well-being of patients/clients.
- Develops provider onboarding, working with the territorial educational team, to ensure all new providers entering the territory are aware of best practices in smoking cessation and the NWT resources available.
- Orientates new employees, community nurses and nursing students to the Tobacco Cessation Pilot Clinic.
- Participates in committees, task forces and research projects related to the following aspects of tobacco cessation: advocacy, education, care, treatment, and research.

4. Provides specialized care to enhance patient/client treatment and education.

- Provides tobacco cessation counselling to NWT residents. Completion of relevant training is required.
- Works with an attending practitioner to prescribe nicotine replacement therapy (NRT) and cessation medication through appropriate consultation and processes designed for this pilot.

5. Workplace Health and Safety: employees of the Authority are committed to creating and maintaining a safe and respectful workplace for employees and patients/clients. Building a safe and respectful workplace is everyone's responsibility.

- All employees and contractors have a professional and personal responsibility to perform their duties to health and safety regulations, standards, practices, and procedures.
- All stakeholders (management, staff, UNW, and Worker's Safety and Compensation Commission (WSCC)) need to ensure our Workplace Health and Safety Committee works effectively, with a shared purpose of continuous quality improvement in health and safety.
- All Managers and Supervisors play an active role in workplace health and safety through their daily management: identifying prevention opportunities, ensuring staff are trained in Risk Monitor Pro, investigating potential risk and accidents, and applying timely corrective measures.
- A healthy workplace, where employees can provide quality service under safe conditions, is the right thing to do and makes good business sense.

WORKING CONDITIONS

Physical Demands

Concentrated time spent at computer or desk (Daily - 20-60 minutes – Moderate)



Environmental Conditions

Exposure to contagious diseases at workplace (Daily - Several hours – High)

Sensory Demands

Work in windowless office, classroom, and examination room (Daily – Daily – Low)

The incumbent will be required to use the combined senses of touch, sight, smell and hearing during assessment and observation of patients, approximately 70% of day.

Mental Demands

Disruption of personal life due to irregular hours, working evenings and Saturdays (3-4 times/month - Several days – Moderate)

Exposure to emotionally disturbing experiences. Educator is required to remain calm, controlled, and professional despite the situation(s)

(Daily/Weekly/ Monthly – Variable – Low)

Lack of control over the workload with frequent interruptions that may lead to mental fatigue or stress.

(Daily – Variable – Moderate)

From time to time the CHN, Primary Care may be required to provide nursing services to abusive patients, individuals under the influence of drugs or alcohol and may experience concern for safety and well-being.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of tobacco cessation best practices and capacity to share this information with patients, health care professionals and the public on individual and group basis. Ability to instruct patients/clients and their families about appropriate tobacco cessation self-care strategies.
- Knowledge of, and ability to apply, principles of adult education to develop, deliver and evaluate subject-specific education sessions.
- Knowledge of, and an ability to apply, standard nursing processes (assessment, planning, interpretation, implementation, and evaluation) and current nursing practice to ensure that the patients' physical, emotional, psycho-social, spiritual, and educational needs are met.
- Knowledge and application of the CAN-ADAPTT Practice-Informed Guidelines for Smoking Cessation.
- Knowledge of, and an ability to network, resources within and outside the NTHSSA (e.g., community health nurses, physicians, homecare, etc.) in order to consult on patients/clients and their families.
- An ability to operate and/or use standard medical equipment (such as, but not limited to - thermometers, sphygmomanometers, etc.). Knowledge of, and ability to operate, computer applications (electronic mail, internet, word processing, database, spreadsheets).

- Ability to commit to actively upholding and consistently personally practicing diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

The successful completion of a Nursing Degree and two years of recent nursing experience in an acute or ambulatory care setting.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Registered with RNANT/NU and have successfully completed a criminal record check.

Within the Yellowknife Region, all RNs must be able to acquire, within a reasonable time frame and remain current in, mandatory certifications specific to the role and working environment as outlined in their orientation.

Within the Tobacco Cessation Pilot Clinic, the incumbent must be able to acquire the following training within six months of hire:

- An Interprofessional Comprehensive Course on Treating Tobacco Use Disorder
- Tobacco Intervention for First Nations, Inuit, and Metis Populations
- Tobacco intervention in cancer care settings
- Intermediate Practice in Motivational Interviewing

Recommended:

One year's experience in program development, training and delivery would be beneficial. A working knowledge of addictions and adult education principles is beneficial.

Position Security (check one)

- ☐ No criminal records check required
- ☒ Position of Trust – criminal records check required
- ☐ Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- ☐ French required (must identify required level below)
Level required for this Designated Position is:
ORAL EXPRESSION AND COMPREHENSION
Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
READING COMPREHENSION:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
WRITING SKILLS:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
☐ French preferred

Indigenous language: Select language

☐ Required
☐ Preferred