



IDENTIFICATION

Department	Position Title	
Health and Social Services	Intern, Indigenous Knowledge and Wellness	
Position Number	Community	Division/Region
49-16975	Yellowknife	Cultural Safety and Anti-Racism / HQ

PURPOSE OF THE POSITION

The Intern, Indigenous Knowledge and Wellness is responsible for supporting the research, planning, development and implementation of strategic initiatives to embed Indigenous knowledge and wellness across the Northwest Territories health and social services system.

SCOPE

The Health and Social Services (HSS) system in the Northwest Territories (NWT) oversees the provision of a comprehensive range of services to a population of 45,493 people, including 20,035 Indigenous people, across an extensive geographic area of 1.2 million square kilometers, with the supports of approximately 1,400 health and social services staff working in the Department of Health and Social Services (DHSS), Northwest Territories Health and Social Services Authority (NTHSSA), Tłıchǫ Community Services Agency (TCSA), and Hay River Health and Social Services Authority (HRHSSA). The NWT HSS system has the second highest per capita expenditures in Canada, with a complex legislative landscape and multiple Federal funding arrangements to navigate. Efforts to support improved population wellness across multiple systems are faced with growing pressures, including rising costs and budgetary constraints, stretched human resources, and rising population needs and expectations. Indigenous peoples face more health disparities than other groups due to historical and social factors that create barriers to health care access. Addressing these barriers requires new and innovative ways of working, grounded in Indigenous health priorities and a focus on supporting Indigenous self-determination in health.

One significant challenge faced by governments is that mainstream organizations, like health and social services, cannot be separated from the legacy of colonialism and anti-Indigenous racism in Canada. In health and social services settings, present day anti-Indigenous racism and systemic racism impact access to services, quality of care, and health outcomes for Indigenous peoples. Systemic racism also results in a system that inherently privileges the



ideas, needs and norms of the dominant white settler population, including the privileging of western knowledge over Indigenous approaches and ways of knowing.

The HSS system is committed to addressing and eliminating anti-Indigenous racism and promoting cultural safety and anti-racism. DHSS staff are expected to honour and promote a culturally safe and anti-racist environment at all times and to interact with clients, families, community members, partners and colleagues in a relationship-based approach. This involves being tactful, respectful, self-aware, and humble to develop and maintain ongoing and trusting relationships.

Systemic racism is the manifestation of racism within organizations like governments, where racist ideas become part of policies and practices. In Canada, there is increasing awareness of systemic racism in health and social services, especially against Indigenous people. In the NWT, the HSS system is focusing on cultural safety and anti-racism to address this problem through the 2016 commitment to action document, “Building a Culturally Respectful Health and Social Services System” and the 2019 document, “Cultural Safety Action Plan”. Cultural safety means Indigenous people feel safe and respected, free of racism and discrimination, when using health and social services. To achieve cultural safety, anti-racism and relationship-based care -which is a way to build strong relationships between clients and providers - are necessary.

The Cultural Safety and Anti-Racism division leads the NWT HSS system efforts to eradicate anti-Indigenous racism by integrating new cultural safety and anti-racism knowledge and research into policies, practices, and educational programs. By developing ground-breaking research and prioritizing Indigenous knowledge, they are collaborating across the organization to assist HSS teams in accomplishing the four objectives outlined in the Cultural Safety Action Plan, namely creating a culture of cultural safety, building staff capacity, honoring Indigenous knowledge and wellness, and improving community and client experience. As territorial and national leaders in the field, the team provides direction, guidance, and support to other GNWT Departments for a shared vision of a culturally safe GNWT system and works at the frontline of the GNWT’s efforts in anti-racist approaches.

The Cultural Safety and Anti-Racism (CSAR) division strives to promote equity, respect, and inclusivity for Indigenous people in the NWT HSS system through cultivating a safe environment by tackling both conscious and unconscious biases and discrimination, at both individual and systemic levels. Through collaborative efforts across two units, CSAR Learning Initiatives and Indigenous Wellness and Knowledge, the division aims to build trusting relationships through humility and respect, and establish an environment for learning and unlearning, which enables the advancement of cultural safety and anti-racism initiatives.

The Indigenous Wellness and Knowledge unit focuses on addressing systemic barriers and implementing strategies to incorporate Indigenous knowledge and wellness practices into the



HSS system. Following the Cultural Safety Action Plan to Honour Indigenous Knowledge and Wellness in Care, the unit leads strategic initiatives through research and collaboration with Indigenous communities, including the Indigenous Advisory Body which plays a crucial role in enhancing cultural safety and promoting Indigenous knowledge and wellness within the HSS system.

The Intern, Indigenous Knowledge and Wellness Officer (Intern) is based in Yellowknife and reports to the Senior Advisor, Indigenous Knowledge and Wellness (Senior Advisor) and will be engaged in all aspects of the CSAR division. The intern will contribute to the development and implementation of high-quality initiatives to address systemic racism within the NWT HSS system.

The work of the unit is highly collaborative and requires the Intern to communicate with various stakeholders and partners across the NWT and HSS system, including working closely with the unit's CSAR experts. The incumbent must monitor local, regional, territorial, national, and international advancements and activities in Indigenous Knowledge and Wellness and conduct research and policy program analysis in order to identify and recommend courses of action to the Director to address systemic racism issues. Research, writing, data collection, and synthesizing of information will be included in the work.

The Intern facilitates and implements projects as assigned by the Senior Advisor whose work involves identifying systemic barriers, opportunities, and strategies to meaningfully incorporate Indigenous knowledge and wellness approaches across the HSS system. The position involves working individually and concurrently on multiple projects of varying complexity that involve the DHSS and three health and social services authorities (HSSAs). These include several initiatives and programs critical to the success of the Cultural Safety Action Plan and supporting monthly Indigenous Advisory Body meetings.

The position engages in topics that include interpersonal and systemic racism, and the intergenerational individual and community impacts of colonization, including the legacy of residential schools. There will be expectations of the incumbent to be culturally and politically current.

RESPONSIBILITIES

- 1. Support the planning, implementation, and closing of projects, ensuring that deliverables contribute to embedding Indigenous Knowledge and Wellness across the NWT HSS system.**
 - Support defined research and delivers on project tasks as requested by DHSS, and/or HSSAs and approved by the Director, CSAR.
 - Develop work plans and oversee completion of tasks, activities and deliverables and keeps Supervisor abreast of progress.



- Remain current on evidence-based and best practice models for Indigenous knowledge and wellness, cultural safety and anti-racism.
- Engage and collaborate with staff at DHSS and HSSAs, NGOs and stakeholder groups or committees to identify and implement a range of projects and policies.
- Present and discuss project development with the above stakeholders at different stages through the development process.
- Prepare project briefings, reports and presentations for supervisory review.
- Use project findings and outputs to identify potential information needs and gaps.

2. Conduct research and analysis on a variety of topics to support Indigenous Knowledge and Wellness projects and initiatives within the DHSS and HSSAs.

- Research and gather relevant, credible information on assigned topics or issues using a variety of research methods and tools (inter-jurisdictional scans, web-based research engines and tools, document review, etc.)
- Synthesize data and information into reports to inform program planning conclusions. These reports might include literature reviews, bibliographies, decision papers, option papers, etc.
- Develop and support the maintenance of a repository of relevant contacts, resources, literature, reports and information sources related to Indigenous Knowledge and Wellness.
- Participate in the development and implementation of strategic planning documents, including setting vision, identifying priorities, and recommending strategies for improving cultural safety in priority areas.

3. Support initiatives and services led by the unit with goals to embed CSAR across the NWT HSS system.

- Support the development of CSAR educational materials that will effectively meet the short-term and long-term educational needs of HSS staff, including those outlined in the Cultural Safety Action Plan.
- Support the maintenance of a comprehensive Cultural Safety and Anti-Racism Training Framework and identifies opportunities to integrate content and activities across the HSS system.
- Support the development of methods to market and promote educational products using a wide variety of methods in collaboration with DHSS and HSSAs communication units.
- Contribute to the development and delivery of workshops, in-service sessions, briefings and presentations to promote projects and approaches to facilitate a culture of CSAR within HSS.



- 4. Provide administrative and logistical support to a variety of initiatives including the Indigenous Advisory Body, CSAR training, Working Groups and Communities of Practice.**
 - Support the logistics needed for workshops and meetings, including arranging travel and venues.
 - Support the development of meeting agendas, including the coordination of presenters and guest speakers.
 - Assist with the preparation and update of presentation and briefing materials.
 - Support tracking of decisions, action items, and facilitates information sharing.
 - Support the assignment and dissemination of technical advice and requests from the Indigenous Advisory Body, Working Groups and Communities of Practice.
- 5. Work collaboratively with facilitation team to assist in the delivery of in-person CSAR Training sessions to approximately 360 staff.**
 - Participate in the development, planning, delivery, reporting, debriefing and continuous quality improvement approach for the ongoing development and implementation of the program.
 - Research and promote local, national, and international innovative content and delivery/facilitation techniques to ensure alignment with evidence based and best practice.
 - Identify resources and training required to sustain work as a facilitator for CSAR Training and have regular check-ins with supervisor.
 - Identify CSAR Training needs based on participant and partner feedback and develop and update content based on those needs to ensure staff development and participation in the training.
 - Support the development of a facilitation guide and training opportunities for new facilitators, particularly related to emotionally charged scenarios and acts of resistance.
- 6. Contribute to the efforts of the CSAR division by showcasing public service excellence and committing to a continuous practice of self-reflection and whole person development.**
 - Implement administrative and financial processes to ensure deadlines, budget requirements, and deliverables are met.
 - Complete correspondence, reporting and briefing notes to increase accountability and transparency.
 - Participate in internal and external forums, public participation activities, and priority-setting discussions to identify issues and innovative actions required to transform and integrate the HSS system.
 - Foster an environment of community and continuous learning, discovery, joy and solidarity by facilitating and participating in collaborative spaces for divisional staff to



carry out day to day work and onboarding.

- Participate in local and cross-jurisdictional communities of practice to enhance training, knowledge exchange and translation, scaling, and sustainability of key initiatives.
- Provide feedback on a variety of written documents from across the HSS system using an equity, cultural safety, anti-racism, family-centered and/or trauma informed lens.
- Develop an awareness of individual positionality within the work, and a commitment to the necessary and ongoing inner and organizational work required to show up meaningfully with humility.
- Showcase a growth mindset and navigate discomfort with curiosity and confidence.
- Seek opportunities to develop and maintain knowledge and practice of Indigenous values and cultures, in a manner appropriate to the individual and position.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual conditions.

Sensory Demands

No unusual demands.

Mental Demands

Travel to NWT communities will be required approximately 5-10 times each year, and possibly more, for approximately 3-5 days per occurrence.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of colonial history and contexts for understanding inequities in health outcomes and access to HSS, including but not limited to the residential school system and systemic racism.
- Knowledge of research, and monitoring and evaluation principles and techniques.
- Knowledge of, and / or the ability to acquire knowledge of the HSS systems within the NWT, including programs, delivery models, and the socio-political and cultural environments.
- Knowledge of public participation, health improvement, and project management methodologies.
- Ability to maintain a working understanding of the social determinants of health for



Indigenous peoples, and the context and enabling environments in which programs and services operate.

- Ability to maintain an understanding of Cultural Safety and Anti-Racism frameworks.
- Verbal and written communication skills and ability to communicate complex concepts.
- Organization and time management skills.
- Teamwork skills, with the ability to receive direction from others.
- Research, analysis and evaluation skills.
- Ability to build relationships with a wide variety of people.
- Ability to analyze HSS policies and programs from an equity, anti-racist, and culturally safe lens.
- Ability to effectively prioritize to meet changing demands.
- Computer skills, including ability to use word processing software, spread sheets, E-mail and Internet.
- Ability to challenge longstanding norms that perpetuate inequities within the workforce.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

An undergraduate degree in an Indigenous health-related field.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security

- ☒ 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: Indigenous Language - Not Specified

- ☐ Required
- ☒ Preferred