



Sioux Valley Dakota Nation

Employment Opportunity – 2026-59

CERTIFIED – Health Care Aide

0.9 FTE (72hrs B/W) – Dakota Oyate Lodge



Position Summary:

Under the direction of and in consultation with the Nurse in Charge, the Health Care Aide promotes the Resident Bill of Rights, assists, and provides delivery of Resident's daily living activities, promoting independence and maximizing optimal level of care. The Health Care Aide provides feedback to the Nurse for changes in Resident's condition and assists in treatment planning to carry out care. The Health Care Aide will participate in Care Conferences and quarterly assessments.

Required Qualifications:

- Possess a clear Adult Abuse Registry Check.
- Possess a clear Child Abuse Registry Check.
- Possess a clear Criminal Record Check (with Vulnerable Persons Sector).
- Obtained a High School Diploma (Grade 12).
- Comprehensive Health Care Aide Certificate or equivalent.
- Maintains a valid Class 5 Driver's License.
- Completion of Emergency First Aid and CPR training.
- Current Non-Violent Crisis Intervention (NVC) training.
- Ability to read, write and understand (both verbal and written instructions) in English.
- Mentally and physically able to perform duties (as outlined) which includes the ability to maintain regular attendance to work in a very dynamic environment.
- Advanced level of written and oral communication skills.
- Strong organizational skills, decision making and problem solving.
- A passion to work and provide quality care for Residents.
- Ability to respect and promote a culturally diverse population.
- Ability to respect and promote confidentiality.
- Ability to display independent judgment.
- Demonstrates empathy, patience, and honesty.
- Demonstrates ability to maintain positive working relationships within an interdisciplinary team.
- Ability to perform proper body mechanics related to lifting, turning, positioning, and transferring of Residents.
- A willingness to update knowledge and skills through in-service training.

Position Duties:

Personal Care

- Bathes Residents according to "Bathing List" either inside entry or Dolphin tub.
- Gives basic morning and HS care to promote good personal hygiene.
- Assists and encourages Residents to wash after meals as necessary.
- Assists Residents to dress/undress, encouraging as much independence as he/she/they are capable.
- Assist and encourages Residents to practice good oral hygiene (clean and care for dentures in morning and HS).
- Assists and encourages Residents to shave daily.
- Provides nail care for all Residents after bathing (except for diabetic Residents).

Nutrition

- Prepares Residents for mealtimes, assisting him/her/them to and from dining room.
- Assists Residents with food preparation (ex: cutting up meat, serving extra beverages, etc.)
- Understands and adheres to all therapeutic diets.
- Distributes between meal nourishment (as prepared by Dietary Staff).
- Distributes afternoon and evening tea.
- Prepares and distributes HS nourishment.
- Assists Residents with nutritional intake, as needed.

Recreation and Activities

- Encourages and assists Residents to attend planned activities.

This opportunity is open to all applicants; however, preference will be given first to citizens of Sioux Valley Dakota Oyate. We thank all those who apply, but only those selected for an interview will be contacted. For full Job description, please email happlications@svdngovernance.com to request a copy.

APPLY NOW !!!

Submit Cover letter and Resume indicating
Competition Number: **2026-59**
Human Resources Department
Sioux Valley Dakota Nation | P.O. Box 38
Griswold, Manitoba R0M 0S0
Phone: 204-855-2671 Fax: 204-855-2131
Email: happlications@svdngovernance.com

Application Deadline: Friday July 10, 2026 | 4PM



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Elimination

- Encourages and assists Residents with elimination as per daily care.
- Washes Resident after each incident of incontinence.
- Documents Resident bowel movements in appropriate book.
- Follows bladder and bowel training programs for individual Residents.
- Assists the Nurse in collecting urine and stool samples, as requested.

Skin Care

- Turns Residents (as per care plan) when he/she/they are in bed.
- Provide special care to Residents with pressure areas noted on Resident Care Plan.
- Administers ointment and/or cream to special areas as directed by Nurse.

Lifting and Transferring

- Utilizes proper body mechanics for Residents.
- Transfers individual Residents using recommended techniques and equipment.

Psychological Support

- Communicates with Resident during all aspects of ADL's.
- Explains all procedures to Resident prior to helping.
- Encourages expressions of feelings and fears; provide reassurance to Resident.

Spiritual Support

- Support Resident in observing religious practices.
- Encourage attendance to services within facility.

Environmental Support

- Responds to Resident call bells promptly.
- Ensures that Resident beds are made accordingly and restocks linens and towels as necessary.
- Ensures Resident rooms are tidy.
- Clean up spills, incontinence, etc. in Resident rooms.
- Perform extra duties as scheduled.

Communication

- Always maintains Resident confidentiality.
- Communicate Resident concerns to Nurse in Charge.
- Documents in personal care binder when necessary.
- Submits an Incident Report Form for all witnessed falls, aggression, etc.
- Documents to the Director or Nurse in Charge any poor care and/or possible abuse to Residents by staff, other Residents, visitors, etc.
- Answers the facility phone in a professional manner and redirects phone call or takes a message for the appropriate person.

Safety

- Maintains a safe working environment.
- Reports the need for repairs to the Director or Nurse in Charge.
- Familiarizes and adheres to WHMIS safety precautions.

Special Assignment

- May be assigned special observation duties for high-risk Residents (in restraints) and document information accordingly.

General Conduct

- Maintains respect, personal dignity and physical safety of all Residents and coworkers.
- Registers and participates to update knowledge and skills through in-service training.
- Observes punctuality in meal breaks and hours of work.

The Health Care Aide may be required to perform other duties and functions related to this position description; not exceeding stated skills and capacities.

Note: This position description is representative and should not be misconstrued as being all inclusive.

All applicants must submit with their application a current Criminal Record Check (with Vulnerable Section Query), Prior Contact Check, and Child Abuse Registry Check. Interested parties should apply in writing including three written references.

This opportunity is open to all applicants; however, preference will be given first to citizens of Sioux Valley Dakota Oyate. We thank all those who apply, but only those selected for an interview will be contacted. For full Job description, please email hrapplcations@svdngovernance.com to request a copy.