



**Nisga'a Valley Health Authority**

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New Aiyansh, BC  
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**Employment Opportunity  
Crisis Response Coordinator – Mental Health Department (fulltime Position)**

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**Date Posted: June 19, 2012**

**closing Date: posted until filled**

**Job Summary:**

The Crisis Response Coordinator will coordinate and monitor the development of the Nisga'a Nation Crisis Response Team Program and an essential component to the program is to liaise with and organize the quarterly Steering Committee meetings. The coordinator will provide community education workshops on safety, prevention and intervention of suicide and will enhance the profile of the NNCRT program. The coordinator will work collaboratively with other community resources to offer long term resolutions for high risk individuals. The position will be situated in the Nass Valley.

**Reporting Relationship:**

The Crisis Response Coordinator will report to Mental Health Manager.

**Role and Responsibilities:**

- Manage the protocols, intake of crisis and assess incident reports and crisis calls
- Develop program budgets and secure funding sources to meet budget requirements
- Maintain and monitor the incident reports and crisis response
- A crisis response plan and procedures for NNCR team leads and team members
- Compile security handbooks for NNCR teams.
- Organize and ensure the teams plan for debriefings, following a crisis response
- Complete quarterly and annual reports
- In collaboration with the Steering Committee develop goals, objectives and strategies
- Liaise with the psychologist and mental health consultant
- Organize team training and sessions, scheduling, travel and accommodation, and other necessary tasks associated with the coordinating the teams
- Ensure that the responding team members have a "Jump Kit"
- Develop a system for reporting crisis management responses ("Jump Kit") Conduct, as required, Crisis Response Assessment

- Plan and conduct table top drills and scenarios to test the crisis management and emergency response plans
- Communicate any perceived critical risks that could harm people
- Prepare a system to ensure reporting of crisis, emergency and additional threat incidents are recorded and acted upon
- Organize and manage a command centre in events of crisis or major emergency
- Continuous monitoring and communication of high risk behaviors

**Qualifications:**

- BA in relevant field or equivalent work experience
- Current Clear criminal records check
- Knowledge of Nisga'a culture and language, an asset
- Knowledge of emergency response teams and Aboriginal health is an asset
- Experience coordinating and facilitating groups
- Team player and ability to work independently
- Excellent Verbal & Written communication skills are required
- Ability to resolve conflict

Please forward employment application in form of: cover letter, resume, copy of valid driver's license, Criminal Records Check, and two (2) references to:

Maggie Patsey, Human Resources Manager,  
NVHA 4920 Tait Avenue  
PO Box 234 New Aiyansh, BC  
V0J 1A0  
[hr@nisgahealth.bc.ca](mailto:hr@nisgahealth.bc.ca)

The Nisga'a Valley Health thanks all applicants for their interest, however, only those selected for an interview will be contacted. An eligibility list may be established and maintained for 12 months.