

EXTERNAL POSTING

(September 2017)

The Canadian Mental Health Association, Ottawa Branch (CMHA) is a private non-profit charitable organization dedicated to promoting good mental health and improving the quality of life for individuals experiencing serious mental illness. The **Community Support Services** of CMHA provides outreach, long-term intensive support and housing to individuals with serious mental illness and substance abuse disorders who are homeless or at imminent risk of becoming homeless.

CMHA is currently accepting applications for the following position:

COMMUNITY MENTAL HEALTH AND ADDICTION WORKER Temporary Full-Time

Type of Position: Temporary Full-time
Length of Term: Until March 31, 2018 with possibility of an extension
Hours of Work: Monday to Friday, 8:30 a.m. – 4:30 p.m.
Pay Rate: \$37.47- \$38.79 per hour

The successful candidate will provide overall leadership in the planning, development and operation of treatment groups for individuals identified by CMHA with concurrent disorders. All activities are undertaken through a community development approach.

ESSENTIAL MINIMUM QUALIFICATIONS:

Education:

- University Master's degree in Social Work or equivalent.
- Certification in Training Enhancement in Applied Cessation Counselling and Health (TEACH).

Experience and Knowledge:

- ❑ Minimum 5 years experience in the field of community mental health and in working with the homeless population
- ❑ Experience working with individuals with a co-occurring substance use disorder
- ❑ Demonstrated superior intervention skills in engaging and supporting extremely marginalized and “support resistant” individuals
- ❑ Knowledge of a Stages of Treatment approach in the treatment of substance use disorder
- ❑ Experience facilitating groups
- ❑ Experience in community development and program development
- ❑ Experience in participating on community committees, writing minutes, supporting the work of a committee
- ❑ Demonstrated ability to work with a wide variety of professionals

Language:

- ❑ English, oral and written essential
- ❑ Bilingual (French and English Preferred)

Vehicle:

- ❑ Use of a vehicle is essential in meeting the demands of the job.

Application Deadline:

Please submit an application and résumé **to Lisa McCullough at lmccullough@cmhaottawa.ca by Monday, September 25, 2017.**

The Canadian Mental Health Association is committed to developing inclusive, barrier-free selection processes and work environments. If contacted about this job posting, please advise us if you require any accommodations regarding the interview process.

Applicants who receive a conditional offer of employment must produce a **Vulnerable Sector Police Records Check**, proof of academic achievement and meet all legal requirements for driving.

We thank all applicants for their interest, however, only those selected for an interview will be contacted.

**Canadian Mental Health Association
Ottawa Branch**

Job Description

Job Title: Community Mental Health and Addictions Worker

Summary

The Community Mental Health and Addictions Worker is responsible for providing overall leadership in the planning, development, and operation of treatment groups for individuals with concurrent disorders as identified by CMHA. The worker will work with clients of CMHA who have a concurrent disorder, staff of CMHA's Community Support Services, CMHA staff working within the Concurrent Disorders Project, volunteers, external agencies and institutions, government representatives and community groups.

As part of a dynamic community program, the Community Mental Health and Addictions Worker is expected to be able to respond to situations and "new learning's" and adjust the work plan accordingly.

Reporting Relationship

The Community Mental Health and Addiction Worker reports to the Program manager assigned to supervise the Concurrent Disorders Project.

Major Responsibilities:

- ❑ In consultation with staff of the Concurrent Disorders Project and appropriate community partners, develops and implements the curriculum for treatment groups for individuals with concurrent disorders.
- ❑ Develops and maintains partnerships with identified addiction agencies to enable co-facilitation of treatment groups.
- ❑ Works with staff of CMHA's Community Support Services to assist with the identification and assessment of clients to be served by the treatment groups.
- ❑ Works directly with potential clients to assist and support their ongoing participation in treatment groups.
- ❑ Provides consultation, feedback, support and direction to the CMHA staff working with the clients participating in the treatment groups.
- ❑ Participates, as assigned, as a CMHA representative on committees, working groups, task forces in the community related to the treatment of Concurrent Disorders.
- ❑ Researches particular issues and priorities related to the treatment of Concurrent Disorders and shares information with appropriate individuals and groups.
- ❑ As assigned, organizes meetings, records minutes, writes briefs, chairs meetings.
- ❑ Participates in program and service evaluations.

All CMHA employees have fundamental responsibilities related to the organization which include:

- ❑ Maintaining up-to-date professional skills and knowledge through formal and informal training.
- ❑ Acting as an “ambassador” for CMHA within and outside the organization by creating awareness and knowledge of programs and services.
- ❑ Compliance with mandated legal/regulatory requirements related to working at CMHA e.g. Occupational Health and Safety, Employment Standards, standards of professional conduct.
- ❑ Maintaining awareness of and compliance with CMHA policies and procedures
- ❑ Attending staff and team meetings as required, participating in regular staff supervision, client reviews related to treatment groups, team meetings, information and referral assignments, planning activities and/or other activities or special assignments as directed by the Program Manager/ Executive Director.

Qualifications

- ❑ Master’s degree in Social Work or equivalent related education experience.
- ❑ Minimum 5 years experience in the field of community mental health and in working with the homeless population.
- ❑ Experience in working with individuals with a concurrent disorder.
- ❑ Demonstrated superior intervention skills in engaging and supporting extremely marginalized and “support resistant” individuals.
- ❑ Knowledge of a “Stages of Treatment” approach in the treatment of substance use disorder.
- ❑ Experience facilitating groups.
- ❑ Experience in community development and program development.
- ❑ Experience in participating on community committees, writing minutes, supporting the work of a committee.
- ❑ Demonstrated ability to work with a wide variety of professionals.

Language Designation

English, written and spoken essential

French, written and spoken an asset

Vehicle

Essential