



Canadian Mental
Health Association
Ottawa
Mental health for all

Association canadienne
pour la santé mentale
Ottawa
La santé mentale pour tous

EXTERNAL POSTING

(March 2021)

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 currently has a vacancy for the following position:

PEER SUPPORT WORKER

**Justice
Bilingual**

Type of Position: Temporary 0.8 position
Length of Term: Until March 31, 2022, with the possibility of extension.
Hours of Work: 28 hours per week (weekdays)
Pay Rate: \$25.87 to \$27.06 per hour

Position Summary:

Peer support is a supportive relationship between people who have a lived experience in common. The peer support worker (justice) provides emotional and social support to clients of CMHA based on shared experiences of the mental health, addictions systems and in particular common experience with the justice system. Services are non-clinical, are provided using a formal model of peer support and include one to one and group-based supports that foster self-determination, wellness and recovery.

Essential Qualifications:

- ❑ Experience as a client of mental health or substance use services and the justice system is required, and a demonstrated ability to share this expertise in the context of empowering others.

- ❑ Training in a recognized program for Peer Support Work (E.g. PSO Peer Support Training, Core Essentials OPDI) is required.
- ❑ Training certifications in programs such as WRAP, Pathways to Recovery or Peer Zone are an asset or, a commitment to acquire these certifications is required.
- ❑ Previous employment as a peer support worker and volunteer experience in an official peer support role is an asset.
- ❑ Group facilitation experience is an asset.

Knowledge, Skills, and Abilities:

- ❑ Knowledge of and the ability to practice the core principles and values of formal peer support.
- ❑ Knowledge of peer support resources, mental health, addiction, social service and criminal justice systems and naturally occurring community resources.
- ❑ Superior communication and listening skills to inspire empowerment and hope.
- ❑ Understanding of the principle of self-determination, and ability to draw on the positive strengths and behaviours of others.
- ❑ Ability to work with a diverse people within their unique perspectives, values and experiences.
- ❑ A superior ability to establish trusting relationships with others and establish appropriate boundaries in order to provide a non-judgemental, confidential and respectful environment.
- ❑ Ability to share personal experiences with others to inspire hope and possibility.
- ❑ Organized, punctual and reliable.
- ❑ Ability to work independently and as part of a team.
- ❑ Demonstrated commitment to ongoing education and life-long learning.
- ❑ Computer skills including MS Word, Outlook, Internet Explorer and virtual meeting platforms.
- ❑ Ability to express themselves in writing.

Language:

- ❑ Bilingual (French/English) essential.

Application Deadline:

Please submit an application and résumé to **Recruitment at recruitment@cmhaottawa.ca**.

The Canadian Mental Health Association is committed to developing inclusive, barrier-free selection processes and work environments. If contacted regarding this job posting, please advise us if there are any accommodation measures you may require.

Applicants who receive a conditional offer of employment must produce a **Vulnerable Sector Police Records Check**.

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

PEER SUPPORT POSITION DESCRIPTION

Canadian Mental Health Association OTTAWA BRANCH

Title: Peer Support Worker	Reports to: Program Manager
Program: Peer Support Program	Approved by: Executive Director
Date Approved: January 2019	Date Revised:

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.

POSITION SUMMARY:

A Peer Support Worker is a trained individual who has their own lived experience of a mental health or substance use concern. The peer support worker provides non-clinical one-to-one and group based supports in addition to sharing expertise derived from having personal experience with the mental health or addiction systems. The focus of this position will be on using a formal model of peer support to foster self-determination through supportive listening, empowering people, and sharing information about peer support and recovery and wellness tools.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. Establish and maintain relationships with clients through developing trust and rapport, sharing common experiences with the client as relevant, supporting them to create a life of their choosing and to connect with naturally occurring community resources and peer networks.
2. Act as a role model in self-care, self-awareness and the use of recovery and wellness tools.
3. Facilitate non-clinical self-help groups for CMHA clients or individuals on the waitlist for MHCSS services.
4. Develop and facilitate training, feedback and coaching for peers, volunteer peer supporters, co-workers and the community.

5. Promote the peer programming internally and participate in relevant organizational meetings such as resource groups and staff meetings.
6. Complete administrative duties and required documentation.
7. Participate in administrative supervision and peer support practice supervision, coaching, group supervision and peer support communities of practice.
8. Participate in program planning, evaluation, research and quality improvement activities.
9. Take responsibility for Professional Conduct and Development
 - a. Participate in any relevant training and/or information sessions.
 - b. Maintain up-to-date knowledge of mental health legislation, social service agencies, government departments, institutions, etc.
 - c. Work in compliance with CMHA policies and procedures.
 - d. Work in compliance with specific legislation and peer support standards of practice
 - e. Represent the program and agency in a professional manner.
 - f. Deliver services in a way that maintains personal safety and the client's physical, social, cultural and emotional well-being.
10. Outreach and collaborate with internal and external stakeholders to build awareness of, and promote peer support.
 - a. Develop formal links and networks with other peer supporters and with community peer support resources.
 - b. Provide individual consultation or group presentations on peer support to staff as requested.
 - c. Work with other team members and partner organizations to address emerging issues in community settings.
 - d. Participate in special events and activities for agency public education campaigns such as Mental Health Week, Mental Illness Awareness Week, and United Way activities.

ESSENTIAL EXPERIENCE AND TRAINING:

1. Experience as a client of mental health or substance use services and a demonstrated ability to share this expertise in the context of empowering others.
2. Training in a recognized program for Peer Support Work (E.g. PSO Peer Support Training, Core Essentials OPDI) or, a commitment to acquire this training is required.

3. Training certifications in programs such as WRAP, Pathways to Recovery or Peer Zone are an asset or, a commitment to acquire these certifications is required.
4. Previous employment as a peer support worker and volunteer experience in an official peer support role is an asset.
5. Group facilitation experience is an asset.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Knowledge of and the ability to practice the core principles and values of formal peer support.
2. Knowledge of peer support resources, mental health, addiction and social service systems and naturally occurring community resources.
3. Superior communication and listening skills to inspire empowerment and hope.
4. Understanding of the principles of self-care, resilience, and self-determination, and ability to draw on the positive strengths and behaviours of others.
5. Ability to work with a diverse people within their unique perspectives, values and experiences.
6. A superior ability to establish trusting relationships with others and establish appropriate boundaries in order to provide a non-judgemental, confidential and respectful environment.
7. Ability to share personal experiences with others to inspire hope.
8. Organized, punctual and reliable.
9. Ability to work independently and as part of a team.
10. Demonstrated commitment to ongoing education and life-long learning.
11. Computer skills including MS Word, Outlook, Internet Explorer
12. Ability to express her-himself in writing.
13. Bilingualism is a desired asset.



DISCLAIMER

This job description indicates the general nature and level of work expected. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required by the incumbent. It should also be recognized that this is a new position and this description is expected to be updated after the first year. The incumbent may be asked to perform other duties as required.

Approved by the Executive Director:

Date: