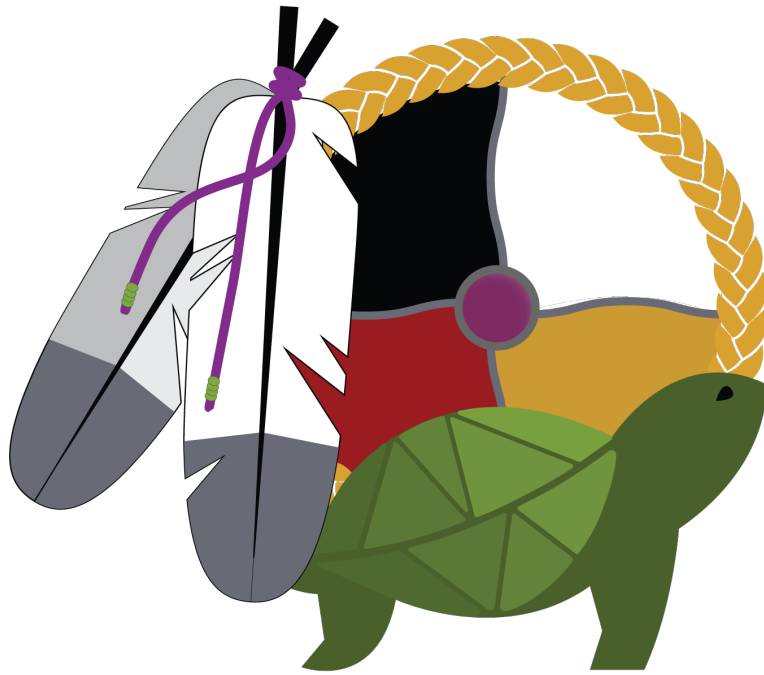


MATAWA FIRST NATIONS MANAGEMENT



**MATAWA HEALTH
CO-OP**

MENTAL HEALTH COUNSELLOR

PURPOSE OF THE POSITION

Position Summary

Under the overall supervision of the Health Co-Op Executive Director or Designate, the Mental Health Counsellor provides mental health counselling, support and intervention services to First Nation children, youth, adults and families from communities served by Matawa. The majority of the nine communities are remote, not road accessible and only accessible by air transportation. Matawa mental health services provides a crisis response program, community-based counsellors, and an Outpatient Mental Health Service based in Thunder Bay.

The Mental Health Counsellor is a member of the Matawa Crisis Management & Intervention Team responsible for providing counselling to children, youth, adults (families as required), support/guidance, intervention, crisis management, group work and case management services. This position is required to travel to Matawa communities and it will require to work with Crisis Intervention Team.

The Outpatient Mental Health Service provides intensive brief counselling, crisis intervention and safety planning to individuals demonstrating very “high risk” behaviours, serious emotional/behavioural disorder, and trauma symptoms that cannot be responded to at the community level. If meeting eligibility criteria, individuals travel from the communities for a short stay in Sioux Lookout/Thunder Bay to receive mental health support from a multi-disciplinary team.

This Mental Health Counsellor will report to the Health Co-Op Executive Director or Designate.

ROLES AND RESPONSIBILITIES

- Provide counselling, support/guidance, intervention, crisis management, family counselling as required, group work and case management
- Conduct mental health assessments, help clients define goals and develop treatment plans
- Assessment of risk factors, clinical management of risk, stabilization, development of safety plans
- Develop therapeutic processes to guide clients in the development of skills and strategies for dealing with their problems
- Focus sessions on recovery, modification of behaviours or better management of conditions
- Evaluate client progress on a regular basis and adjust interventions as necessary
- Coordinate care, collaborate and refer to community/regional resources or specialists
- Maintain accurate, factual, and objective typewritten records in a timely manner on all aspects of clinical care
- Monitor files closely to ensure there is active care, and close inactive files without delay
- Protect client confidentiality, secure all records, and maintain integrity of client record
- Follow duty to report requirements as necessary
- Lead group therapy sessions and preventive mental wellness workshops/groups
- Participate in regular supervision meetings to review all cases/issues, receive education and direction, and for debriefing

- Prepare 3-month workplans in advance to ensure communities receive services in a timely and effective manner
- Participate in ongoing education n mental health issues and team meetings
- Develop and deliver presentations and group work in-house and in communities as requested
- Develop and maintain good working relationships with community-based mental health workers and provide mentoring support
- Other duties that may be deemed necessary by your immediate Supervisor
- Extensive travel is required

QUALIFICATIONS

- Master's or Bachelor's degree with a major in Counselling Psychology, Social Work or related field
- Diploma related to the area of Social Work will be considered (e.g. Social Service Worker, Human Services Counsellor)
- Registration with College of Psychotherapy or College of Social Workers or another recognized professional counselling college
- At least 2 years' experience working with children, adolescents and/or families in a clinical capacity
- Knowledge of techniques and principles of the family systems theory, crisis therapy intervention, individual/family/group therapy, trauma response, child abuse and family violence, cognitive behavioural therapy, suicide intervention
- Must have experience with assessing high risk clients and responding appropriately
- Knowledge of mandatory reporting requirements
- Experience developing presentations and facilitating group work/therapy
- Can approach work holistically using a wellness model (as opposed to an illness one) which highlights and encourages client's strengths
- Support system and self-care strategies in place to maintain own well-being
- Strong set of interpersonal skills to establish and maintain rapport effectively with clients and partners
- Excellent written, verbal and computer skills
- Strong interviewing, analytical, problem-solving, organizational and time management skills
- Self-starter to work independently with initiative and highly adaptable
- Knowledge of First Nations culture, history, community-based services, geographic realities and social conditions within remote First Nations communities
- Previous experience working with First Nations communities is an asset
- Ability to communicate in one of the First Nations dialects of the Treaty 9 region is an asset

WORKING CONDITIONS

Physical Demands:

- May have to lift, carry and manage equipment and supplies
- May have to work odd or long hours at a time to complete special requests or projects
- May have to spend long hours sitting and using office equipment, computers and attending meetings

Environmental Conditions

- May find the environment to busy and/or noisy
- Required to travel to Matawa First Nation communities in all weather conditions
- Required to manage a number of projects at one time, and may be interrupted frequently
- Will need excellent organizational, time and stress skills to complete the required tasks.

Sensory Demands

- Will spend an adequate amount of time with use of a computer and may experience eye strain and occasional headaches

Mental Demands

- Will have to manage a number of requests and projects at one time
- Must be aware of Tribal Council business in the communities and any and all relevant legislation, policies and procedures
- May have to complete a number of tasks and responsibilities at one time
- Must be prepared to deal with emergencies and stressful situations at any time.

CERTIFICATION

<hr/> Employee Signature	<hr/> Supervisor's Title
<hr/> Printed Name Date	<hr/> Supervisor's Signature Date
I certify that I have read and understand the responsibilities assigned to this position.	I certify that this job description is an accurate description of the responsibilities assigned to the position.
<hr/> Chief Executive Officer's Signature Date	
I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.	

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.