



MATAWA HEALTH CO-OPERATIVE

MENTAL HEALTH COUNSELLOR

JOB DESCRIPTION

Must be “fully vaccinated” against COVID-19. (In Ontario, a “fully vaccinated individual” is defined as one who has received the required number of doses as outlined by Health Canada and they have received their final dose of the COVID-19 vaccine at least 14 days ago.) Must provide Health Canada’s proof of vaccination (vaccine receipt or enhanced vaccine certificate).

PURPOSE OF THE POSITION

Matawa First Nations established the Matawa Health Co-operative (MHC). This provincially incorporated Co-operative consists of the nine Matawa member communities – Webequie, Neskantaga, Nibinamik, Eabametoong, Marten Falls, Aroland, Ginoogaming, Long Lake #58 and Constance Lake First Nations.

The MHC Mental Health Worker will work closely with the MHC Executive Director and the MHC staff. He/she will report to the Director of Mental Health of the Matawa Health Co-operative.

SCOPE

Under the supervision of the Director of Mental Health Services and/or designate, the Mental Health Counsellor provides mental health counselling, case management, 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 assessable by air transportation. This Mental Health Counsellor will report to the Director of Mental Health Services.

RESPONSIBILITIES

- Provide solution-focused counselling services to Matawa First Nations members/clients who are in Thunder Bay and remote communities;
- Case management skills (scheduling and managing appointments, home visits, wellness checks);
- Support members in addressing mental health issues that may include but are not limited to: trauma, grief and loss, depression/anxiety, self-harm/suicide prevention services, harm-reduction, safety planning, substance misuse and addictions;
- Aid members with system navigation, support, and referrals (coordinate and network with community services and supports to provide members with services that address their individualized needs);
- Maintain accurate and confidential client records electronically and in a timely manner;
- Follow duty to report requirements as necessary;
- Work as part of a multi-disciplinary team (includes but is not limited to MHC Staff, Chief & Council, Matawa Health Directors, Crisis Teams and Workers, Elders and Traditional Knowledge Keepers);
- Facilitate community mental health promotion and education;
- Connect members to culturally relevant supports as requested/needed;
- Participate in regular supervision meetings to review all cases/issues, receive education and direction, and for debriefing;
- Travel regularly to Matawa First Nation communities, often by small aircraft;
- All other duties as deemed necessary by your immediate Lead/Supervisor.

KNOWLEDGE, SKILLS AND REQUIREMENTS

Knowledge

The incumbent must have proficient knowledge in the following areas:

- Knowledge of foundational theories, principles, and practices as they relate to Social Services, Social Work, and/or Counselling;
- Knowledge of assessment tools and harm-reduction practices;
- Strong knowledge of practice regulations;
- Familiar with privacy, confidentiality, and duty to report;
- Knowledge of community support services, both in Thunder Bay and in the Matawa communities.
- Cultural Competency;
- Knowledge of First Nations culture, history, community-based services, geographic realities and social conditions within remote First Nations communities.

Skills

The incumbent must demonstrate the following skills:

- Self-starter who is able to effectively work independently and/or as part of a team;
- Highly adaptable and able to work in a fast-paced environment, while demonstrating appropriate discretion, judgement and problem-solving skills;
- Strong interpersonal and communications skills (written and oral) and an ability to establish and maintain rapport effectively with clients and partners;
- Highly organized, capable to multi-task and manage time effectively;
- Ability to think critically and without prejudice;
- Advocacy skills.

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., Indigenous Services, Native Child & Family Services, Social Service Worker);
- Registration with College of Psychotherapy or College of Social Workers/Social Service Workers or another recognized professional counselling college;
- At least 2 years' experience working with Indigenous children, adolescents and/or families in a social services field;
- Valid Class G Driver's License and must be willing to provide a police criminal background check;
- Previous experience working with First Nations communities is an asset;
- Fluency in Cree, Oji-Cree, or Ojibway is an asset;
- Support system and self-care strategies in place to maintain own well-being.

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 travel
- May have to spend long hours sitting and using office equipment, computers and attending meetings

Environmental Conditions

- May find the environment too busy and/or noisy
- Required to travel to Matawa First Nation communities in all weather conditions

Sensory Demands

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

Mental Demands

- May have to manage a number of tasks and responsibilities at one time
- Must be prepared to deal with emergencies and stressful situations at any time
- Will need excellent organizational, time and stress management skills to complete required tasks

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.