



## **EMPLOYMENT OPPORTUNITY**

### **Position: Youth Lead - Child & Youth Mental Health & Wellness**

#### **Background:**

Incorporated in 2017, the Matawa Health Cooperative (MHC) is a Matawa First Nation owned and controlled health co-operative that provides health care services to enhance existing health services to achieve long-term health and well-being for all members within the nine (9) Matawa First Nations. It is overseen by a Board of Directors and is a member of the Health Care Co-operatives Federation of Canada. The MHC is community-driven with available services being tailored to individual community's needs. It is the first of its kind in Canada.

The MHC works to incorporate traditional healing and medicines in addressing the wholistic health needs of the Matawa First Nations focusing on the priorities of mental health and addictions, diabetes and chronic diseases.

MHC is accepting applications for **Child & Youth Mental Health and Wellness Lead**.

#### **Position Summary:**

The MHC Mental Health & Wellness Lead (Child & Youth) will oversee our Child & Youth Mental Health Team/Staff who service and provide mental health and wellness supports specifically to First Nation children and youth from the communities served by Matawa. He/she will oversee preventative mental health and wellness-based service delivery and programming from a holistic perspective; seeking to address all areas of wellness including: physical, mental, emotional, and spiritual. Service delivery must also take into strong consideration our Indigenous culture and traditional values.

#### **Specific Duties Include:**

#### **Supervision & Support of Youth Staff:**

- Acts as a role model; provides strong leadership and guidance to Child & Youth Mental Health Team/Staff. Ability to build positive rapport and healthy working relationships with superiors, colleagues, and staff – while also demonstrating the ability to respectfully give constructive criticism in a way that encourages and promotes growth and skill development amongst staff;
- Supervises and directs the activities of Child & Youth Mental Health Team. Works with youth staff to ensure they are being given adequate support, supervision, and direction while also ensuring that all necessary performance evaluations are being completed in a timely fashion;
- Assists Child & Youth Mental Health Team/Staff with coordination, planning and scheduling of travel and travel itineraries;
- Oversees scheduling and time off requests (e.g., overtime, lieu time, annual/vacation leave, medical/sick leave, etc.) of Child & Youth Mental Health Team/Staff to ensure consistency, continuity of care, and ongoing maintenance of day-to-day operations and services;

## **Program Management & Development:**

- Participates in the development policies and procedures and work instructions for Child & Youth Mental Health Team;
  - Seeks input and feedback from our Matawa communities, Health Directors, leadership, as well as MHC Child & Youth Mental Health Team/Staff to ensure that our mental health services are responsive to the unique needs and requests of each Matawa community;
  - Works in collaboration with MHC Director of Mental Health, Child & Youth Mental Health Team, and the EMR/Privacy Coordinator to ensure and maintain that all documentation, reporting, and forms are being created, collected and stored in a way that respects and honours client confidentiality and ethics;
  - Works collaboratively with MHC Director of Mental Health and Child & Youth Mental Health Team to ensure ongoing program evaluation of youth mental health services is taking place. Seeks input and feedback in order to ensure we are consistently improving the quality of our youth services;
  - Gives input and assists MHC Director of Mental Health with proposal development and submissions that will benefit and support youth services based on areas of need;
  - Works with MHC Director of Mental Health & Child & Youth Mental Health Team to ensure necessary data and statistics are being inputted and collected as required;
  - Ensures that service delivery is being delivered in compliance with regulations, policies, and procedures. Ensures that he/she remains up-to-date on any relevant changes to mental health regulations, laws, policies and standards which may impact service delivery. Ensures that Child & Youth Mental Health Team is aware of any necessary updates which impact service delivery and that they are acting in accordance with such;
  - Works with the Director of Mental Health Services (and designated Board Members) in recruiting, and hiring qualified mental health staff. Recruits, screens and interviews, conducts reference checks and facilitates orientation/training for new youth hires;
  - Provides any necessary updates to MHC's Executive Director, Director of Mental Health Services, Chiefs, and MHC Board Members as required/directed in a timely fashion. May be required to participate in Chiefs Meetings/MHC Board of Directors Meetings as requested;
  - Schedules, coordinates and chairs team meetings and supervision as required;
  - Routinely oversees and assists with any relevant patient issues or concerns by offering supervisorial consultation as needed. Works collaboratively with Intake Worker as well as with Child & Youth Mental Health Team to ensure that documentation and follow-up is being adequately completed and inputted into our Electronic Medical Records database system;
  - Ensures that the Director of Mental Health Services remains informed of any/all critical incidences and updates that relate to: staffing issues, day to day operations, client/service delivery, travel, mental health state of Matawa communities, etc.;
  - Participate in regular supervision and team meetings as required;
  - May require travel to Matawa First Nation communities, often by small aircraft;
  - All other duties as deemed necessary by your immediate Lead/Supervisor.
- Preferred Qualifications, Experience, Knowledge and Abilities:

Applicant must possess at minimum: a bachelor's degree in Social Work or related field. Applicants with a diploma related to the area of Social Work will be considered (e.g., Indigenous Services, Native Child &

Family Services, Social Service Worker). Must be professionally registered with a regulatory body (e.g., College of Social Workers/Social Service Workers or equivalent). Two years of experience working in a mental health related field in a supervisory role and with Indigenous populations preferred.

Applicants must be able and willing to travel to the Matawa communities as required, and must have a valid G Class Driver's License (Ontario). Must be willing to provide a police criminal background check and a vulnerable sector check. Finally, the ideal candidate must also have the ability to display and support Matawa Health Co-operative's vision, mission, and goals in providing respectful and effective health care/mental health services.

**The incumbent should also 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;
- Broad knowledge in the areas of community mental health, prevention and promotion;
- Strong knowledge of practice regulations; privacy, confidentiality, and duty to report;
- Knowledge of assessment tools and harm-reduction practices;
- Knowledge of community support services, both in Thunder Bay and Matawa communities;
- Knowledge of First Nations culture, history, community-based services, geographic realities and social conditions within remote First Nations communities.
- Understands the impacts of intergenerational trauma on Indigenous communities and has a sound understanding of culturally relevant approaches to healing;
- Cultural Competency; Knowledge and understanding of Indigenous traditions and culture.

**Location:** Thunder Bay, Ontario (with travel to Matawa communities)

**Salary:** Commensurate with experience

**Term:** Full-Time Position, Dependent on Annual Funding

**How to Apply:** Please send your cover letter, resume and three references to:  
Matawa Health Co-operative  
RE: Child & Youth MH & Wellness -Lead  
233 Court Street South  
Thunder Bay, ON P7B 2X9  
Fax: (807) 346-2371  
Email: [careers@matawa.on.ca](mailto:careers@matawa.on.ca)

**Deadline:** Open Until Filled

***Matawa First Nations Management has adopted a COVID-19 Vaccination Policy by which all staff, who are eligible, must be fully vaccinated. If you have any questions or concerns regarding this, please contact us.***



- CIRCLE OF BELONGING -

233 Court Street S., 1st floor | Thunder Bay, ON P7B 2X9 | TEL 807-346-2370 | TOLL-FREE 1-800-463-2249 | FAX 807-346-2371 | [matawa.on.ca](http://matawa.on.ca)



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