

MATAWA FIRST NATIONS MANAGEMENT



Job Description

Matawa Education and Care Centre (MECC) Cultural Mental Health Worker

PURPOSE OF THE POSITION

Reporting to the Executive Director of Education, the Principal, and the Mental Health Coordinator, the Matawa Education and Care Center (MECC) Cultural Mental Health Worker (CMHW) will contribute to the academic and social experience of the school environment by addressing student mental health needs and issues. The MECC Cultural Mental Health Worker will address these needs by implementing cultural intervention methods and practices in such areas as attendance, health and wellness, social and emotional development, addictions, as well as crisis intervention.

SCOPE

As a member of the MECC, the CMHW shall provide professional direction and support to the MECC by identifying and implementing cultural programs and strategies that support student and staff mental health and wellness. This will include professional development and training, as well as providing guidance, coaching, and mentoring for coordinated, culturally safe, community-based, and student-centered mental health and wellness programming.

The CMHW will facilitate the development and implementation of effective cultural strategies and approaches to youth mental health. The CMHW contributes to the academic and social experience of the school environment by addressing mental health issues from an Indigenous/Cultural perspective. The CMHW will work closely with MECC staff, including Cultural Workers, Elders, Mental Health Workers, Student Support Workers, School Administration, and Teachers.

The CMHW will also assist with the collection and use of data to inform decision-making related to mental health and wellness programming within the school environment.

The MECC CMHW will be subjected to highly confidential material in relation to the MECC, its students, programs, and partnership agreements. As such, the CMHW shall conduct themselves in a highly professional manner and must adhere to the appropriate guidelines regarding confidentiality as per Matawa First Nations Management Policies and Procedures, applicable professional standards, the Privacy Act, and the Education Act.

The MECC CMHW will work with the Matawa First Nation community schools to help prepare students with transitioning to secondary school in Thunder Bay. This will include assisting with student orientation upon registration to the MECC and while residing in Thunder Bay. The MECC Cultural Mental Health Worker will liaise with community and social service organizations to form partnerships to support and enhance the school mental health program.

RESPONSIBILITIES

- 1 Develop and implement culturally appropriate and applicable Mental Health Programs for Matawa First Nation students attending secondary school in Thunder Bay.

Main Activities:

- Identify and review existing cultural mental health-related programs at the MECC;
- Identify and review existing cultural mental health-related partnerships at the MECC;
- Maintain current and develop new partnerships to address student mental health needs;
- Assist in the development and creation of culturally relevant strategies, policies, protocols and programs to support mental health and wellness for Matawa First Nation students and staff;
- Liaise with the MECC Cultural Lead;
- Assist in the coordination of programs and resources for mental health supports and services for Matawa First Nation students;

2. Provide culturally appropriate and applicable services to Matawa First Nation students while attending secondary school in Thunder Bay.

Main Activities:

- Provide resources and support services as well as counselling to students who are experiencing social/emotional and behavioral difficulties and challenges;
- Referral services to community agencies, existing partners, and applicable medical and service providers;
- Collaborate with applicable stakeholders to address mental health and wellness needs of students;
- Prepare workshops and presentations for students promoting health and wellness;
- Collaborate with MECC Principal, Vice-Principal, Mental Health Coordinator and staff when planning and conducting programs; and
- Maintain confidential student reports and assessments.

3. Leadership

Main Activities:

- Assist in the coordination efforts of the Cultural Workers, Elders, Mental Health Workers, and Student Support Workers in relation to student mental health and wellness needs;
- Assist in the development and enhancement of relationships with Matawa First Nation Education Authorities, parents and Education Counsellors;

- Liaise and develop partnerships with community mental health service providers;
- Assist in the professional development and training for MECC Education Staff, Education Counsellors and Education Authorities.

4. Perform related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge

The incumbent must have proficient knowledge in the following areas:

- A degree in Social Work, School Psychology, or related discipline, and registration with a related professional governing body (e.g. Ontario College of Social Workers) or equivalent combination of education and experience (minimum of 5 years) related to the position (preferred);
- First Nation Cultural practices and life style is required;
- Experience and understanding of mental health strategies and intervention models to support student success in an academic setting;
- Experience in strategic planning and development in mental health and wellness for First Nation students;
- Knowledge and understanding of First Nation and Ontario education systems;
- Demonstrated ability to work effectively with school staff, parents, administration, government, and First Nation organizations;
- Ability to maintain a high level of confidentiality;
- Knowledge of Ojibway, Cree, or Oji-Cree is an asset.

Skills

The incumbent must demonstrate the following skills:

- Excellent oral and written communication skills;
- Ability to maintain confidential student case notes and files;
- Interpersonal and leadership skills;
- Ability to facilitate presentations for training, workshops and group activities;
- Ability to maintain friendly public relations and partnerships;
- Ability to deal with stress and effectively manage time;
- Ability to take initiatives and decisions for the betterment of students;
- Strong critical thinking skills;
- Ability to multi-task; and

Personal Attributes

The incumbent must maintain strict confidentiality in performing the duties of the MECC Cultural Mental Health Worker. The incumbent must also demonstrate the following personal attributes:

- Must be able to perform work duties with minimal supervision;
- Must be willing to travel as required;
- Must provide a current Vulnerable Sector Criminal Record Check and tuberculosis skin test;
- Must be able to work on call as required; and
- Valid Ontario driver's license

WORKING CONDITIONS

Physical Demands

The MECC Cultural Mental Health Worker may have to travel throughout the community in all weather. They may have to lift, carry and manage equipment and supplies. They may have to work odd or long hours at a time to complete special requests or projects. The MECC Cultural Mental Health Worker may have to spend long hours sitting and using office equipment, computers and attending meetings.

Environmental Conditions

The MECC may be a busy facility. The MECC Cultural Mental Health Worker may have to manage a number of people and projects at one time, and they may be interrupted frequently to meet the needs and requests of member First Nation leaders and members. The MECC Cultural Mental Health Worker may find the environment to be busy, noisy, and will need excellent organizational and time and stress management skills to complete the required tasks.

Sensory Demands

Sensory demands can include reading and use of the computer, which may cause eyestrain and occasional headaches.

Mental Demands

The MECC Cultural Mental Health Worker will have to manage a number of requests and projects at one time. They must be aware of all Matawa Tribal Council business in the communities and any and all relevant legislation, policies and procedures. They may have to complete a number of tasks and responsibilities at one time and must be prepared to deal with emergencies and stressful situations at any time. The MECC Cultural Mental Health Worker may be exposed to trauma narratives while interacting with or meeting about students.

CERTIFICATION

Employee Signature

Supervisor's Title

Printed Name Date

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.

Executive Director'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.