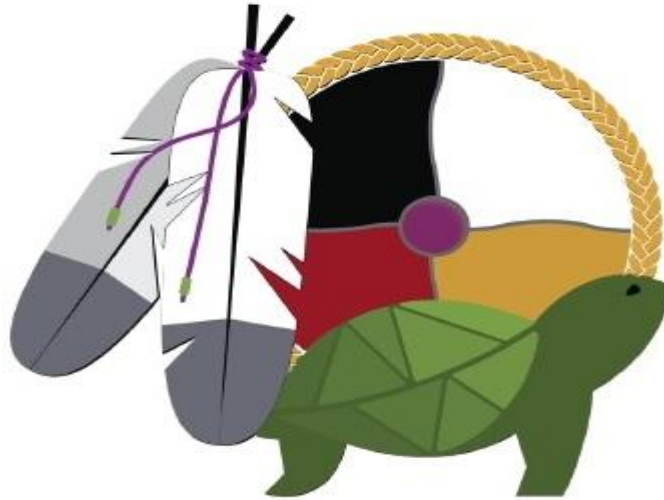




**MATAWA HEALTH
CO-OPERATIVE**

Job Description

Post-Care Addictions Support Worker

PURPOSE OF THE POSITION

Incorporated in 2017, the Matawa Health Co-operative (MHC) is a Matawa First Nations owned and controlled health co-operative providing healthcare services that enhance existing health services to achieve long-term health and wellbeing for all members within the nine Matawa First Nations. This provincially incorporated Co-operative consists of the nine Matawa member communities including Aroland, Constance Lake, Eabametoong, Ginoogaming, Long Lake #58, Marten Falls, Neskantaga, Nibinamik and Webequie First Nation. The MHC 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 services tailored to individual community needs. It is the first of its kind in Canada.

The MHC incorporates traditional healing and medicines to address the health needs of the Matawa First Nations in a holistic way by prioritizing mental health and addictions, diabetes, and chronic diseases. It oversees an Inter-Professional Primary Care Health Team providing direct services in the Matawa First Nations or through telemedicine.

The **Post-Care Addictions Support Worker** provides coordinated, practical, and culturally responsive aftercare to individuals returning from residential treatment, withdrawal management, stabilization programs, hospital care, correctional settings, or other addiction-related services. The position helps clients transition safely back to their home communities, maintain recovery goals, reconnect with natural and professional supports, and reduce gaps in care during the high-risk period following treatment or discharge.

Working as part of the travelling Mental Wellness team, the worker collaborates with clients, families, community-based providers, treatment centres, and other service partners. The position also strengthens the capacity of the current Addictions Support Worker by sharing follow-up, navigation, outreach, and continuity-of-care responsibilities across Matawa communities.

RESPONSIBILITIES

The **Post-Care Addictions Support Worker** provides ongoing support to individuals transitioning from residential treatment and other addiction services back into their home communities. Working as part of the Travelling Mental Wellness Team, the worker will assist clients with individualized aftercare planning, recovery support, service navigation, referrals, and reconnection to community, cultural, and professional supports. This position will help address gaps in aftercare across Matawa communities while working alongside the current Addictions Support Worker and promoting continuity of care.

Post-Treatment Transition and Aftercare

- Connect with clients before discharge whenever possible and participate in transition or discharge planning with appropriate consent.
- Complete a timely post-discharge follow-up and work with each client to develop an individualized, client-led aftercare plan.
- Support clients with transportation, identification, appointments, medication access, housing, income supports, food security and other practical needs affecting recovery.
- Maintain consistent contact during the transition period and adjust the frequency of support according to client needs, risk, and preferences.
- Help clients reconnect with family, Elders, cultural supports, primary care, counselling, peer supports and community programs when requested.

Recovery and Relapse-Prevention Support

- Use strengths-based, trauma-informed, and harm-reduction approaches to support recovery, wellness, and self-determination.
- Help clients identify triggers, early warning signs, coping strategies, protective factors, and a plan for responding to setbacks or recurrence of substance use.
- Provide one-to-one practical support, motivational encouragement, brief education, and recovery-focused check-ins within the worker's scope of practice.
- Support access to community, land-based, cultural, spiritual, clinical, and peer-led healing options based on client choice.
- Respond to disengagement with respectful outreach and re-entry support rather than punitive discharge practices.

Service Navigation and Care Coordination

- Coordinate referrals to mental health, addictions, primary care, social, housing, justice, employment, and cultural services.
- Communicate with treatment programs and community providers, with informed consent, to clarify follow-up plans and reduce duplication or missed services.
- Advocate with clients when they encounter service barriers, including distance, transportation, waitlists, eligibility requirements, and limited community resources.
- Maintain an up-to-date understanding of regional treatment, withdrawal management, detoxification, aftercare, and recovery resources.

Outreach and Community-Based Service

- Travel to Matawa First Nations to provide in-person follow-up, outreach, care coordination, and recovery support.
- Travel to Matawa First Nations is required; a standard of twice per month.

- Work collaboratively with community leadership and local health and social service teams while respecting community protocols and local priorities.
- Assist with recovery groups, community education, prevention activities, and wellness initiatives and programming as assigned.
- Provide flexible service in office, community, home, virtual and outreach settings, subject to safety procedures and client preference.

Team Collaboration and Program Development

- Work closely with the Addictions Support Worker and the broader travelling Mental Wellness team to coordinate workloads, coverage, and client follow-up.
- Participate in case conferencing, clinical consultation, team meetings, program planning, and quality-improvement activities.
- Identify recurring aftercare gaps and contribute to the development of practical transition pathways, referral processes, resources, and partnerships.
- Build respectful working relationships with treatment centres, hospitals, community programs, and Indigenous service organizations.

Documentation, Privacy and Accountability

- Maintain timely, accurate and objective client records, service statistics, referral documentation, and follow-up notes in accordance with organizational policy.
- Obtain and document informed consent before sharing personal information, except where disclosure is required or permitted by law.
- Follow privacy, confidentiality, records management, occupational health and safety, lone-worker, and travel policies.
- Participate in supervision, performance development, required training, and evaluation activities.
- Perform other related duties within the scope and intent of the position, as assigned.

Other Duties

- Participate in meetings, training sessions, and professional development opportunities as required.
- Regular travel to Matawa communities is required.
- Perform other duties as assigned by the immediate Lead/Supervisor.

KNOWLEDGE, SKILLS AND REQUIREMENTS

Education & Experience

- Bachelor's degree in social work (BSW) or a degree in a related field (such as Psychology, Psychotherapy, Sociology, Human Services, or Counselling)
- College Diploma in Social Service Work or a related field will be considered. (e.g., Indigenous Services, Native Child & Family Services, Social Service Worker, Indigenous Wellness & Addictions Worker)
- Registration with the Ontario College of Social Workers and Social Service Workers (OCSWSSW), or another recognized professional college is required for eligible individuals (e.g., Applicants who hold a Social Service Worker diploma and/or Social Work degree).
- Minimum of two (2) years' experience working with Indigenous populations in an addiction service, social services, and/or mental health setting.
- Previous experience working within First Nations communities and/or vulnerable populations is required.
- Ability to speak Ojibwe, Oji-Cree, Cree, or another language spoken within the Matawa communities is considered an asset.
- Demonstrated ability to maintain professional boundaries, use supervision appropriately, and apply strategies that support sustainable practice in emotionally demanding work.

Skills & Abilities

- Strong understanding of trauma-informed, strength-based, and culturally safe approaches to addiction care.
- Knowledge of Indigenous mental health, addictions, harm reduction, and holistic wellness practices.
- Must obtain and participate in suicide-intervention training, First Aid/CPR, Naloxone training, and other crisis intervention training as required.
- Excellent interpersonal, communication, advocacy, and relationship-building skills.
- Strong organizational and time management skills with the ability to prioritize competing demands.
- Ability to work independently while contributing effectively within a multidisciplinary team.

- Proficiency in Microsoft Office, Outlook, electronic medical records, and other technology-based applications.
- Strong understanding of privacy legislation, confidentiality, professional ethics, and duty to report.
- Knowledge of community resources available within the nine Matawa communities, Thunder Bay, and regional service providers.

Other Requirements

- Valid Ontario Class G Driver's License (access to a reliable vehicle is considered an asset).
- Clear Vulnerable Sector Criminal Record Check.
- Proof of a current TB Skin Test.
- Ability to work flexible hours, including evenings or weekends, as required. This includes occasional scheduled programming, emergency callouts, and community support.
- This position is based in Thunder Bay, Ontario. Travel to Matawa communities or other locations is required.

WORKING CONDITIONS

Physical Demands

The employee works primarily within Matawa First Nations communities and may provide services in the office, clients' homes, schools, community facilities, and other community settings. The position requires community outreach, home visits, wellness programming, and occasional lifting or transporting of program materials and supplies. Occasional travel may be required for meetings, training, or organizational events.

Environmental Conditions

The employee works in a dynamic community environment where priorities may change quickly. The position requires balancing multiple client needs, responding to urgent situations, and maintaining professionalism in emotionally demanding circumstances.

Sensory Demands

The position requires prolonged computer use, detailed documentation, active listening, and effective verbal communication. Strong attention to detail is essential when maintaining confidential records, completing assessments, and coordinating services.

Mental Demands

The employee regularly works with individuals and families experiencing trauma, crisis, grief, addictions, and complex social challenges. The ability to remain calm under pressure, exercise sound judgment, maintain professional boundaries, and utilize healthy self-care strategies is essential to the role.

CERTIFICATION

Employee Signature

Printed Name

Date

I certify that I have read and understand the responsibilities assigned to this position.

Supervisor's Title

Supervisor's Signature

Date

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.