



**Canadian Mental
Health Association**
Windsor-Essex County

Community wellbeing is our sole focus.

INTERNAL/EXTERNAL POSTING

MENTAL HEALTH COUNSELLOR & NAVIGATOR LOCATION: ONTARIO WORKS, CITY OF WINDSOR

ONE (1) TEMPORARY FULL-TIME POSITION (35 HOURS/WEEK) BACKFILL UNTIL APPROXIMATELY SEPTEMBER 2024

Under the direction of the Integrated Manager, Mental Health and Addiction Services and working in close liaison with the Supervisor of Employment Services, this position supports clients participating in the City of Windsor Ontario Works program through the delivery of comprehensive mental health assessments and supportive counselling, crisis response and the navigation of mental health and addiction services provided by the agency and in the community.

These services may change subject to on-going needs assessment of services required by the City of Windsor.

RESPONSIBILITIES & DUTIES:

- Provision of mental health/addiction supports at the City of Windsor as part of the Ontario Works program
- Conduct and complete mental health and addictions needs assessments of referred individuals seeking services to a mental health outpatient program from CMHA or where deemed appropriate to an external service provider
 - Screen clients to determine most appropriate mental health and/or addiction services
 - Provides short-term (1-6 sessions) mental health and crisis counselling until entry into an appropriate program within CMHA or other recommended service providers
 - With input from the client, family (as requested by the client) and the care team, create outcome goals and an overall care plan to ensure seamless implementation of service recommendation(s) and transfer of care where appropriate
 - Implement survey tools as needed in collaboration with management to determine most appropriate mental health/addiction supports
- Collaborate where appropriate with Community Agencies to help navigate clients through community resources in developing a care plan and obtaining goals
 - Contact the identified community resource and/or referral source to ensure transfer of care is seamless; provide support as needed during the transition of care process
 - Provide comprehensive information to client on various community resources as it relates to their care plan goals
 - Coordinate involvement of other agency staff and outside resources
 - Liaise with family/significant others and natural supports where appropriate, to facilitate the client's links within the community
- Develop goal focused psycho-education sessions based on client needs

EDUCATION & SKILLS:

- Requires knowledge and skills acquired through the completion of a Master of Social Work degree (MSW), or a Master's degree in a relevant discipline (e.g. Counselling or Psychology), from an accredited university
 - Current registration with Ontario College of Social Workers & Social Service Workers (OCSWSSW) or the College of Registered Psychotherapists of Ontario (CRPO) in good standing is required



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- Two (2) years recent and relevant clinical work experience, in the judgment of the employer, providing structured counselling/therapy (using the CBT approach) in short- or long-term sessions to individuals with mental illnesses and those in distress, is required
- Comprehensive knowledge of mental illness and treatments
- Up to date knowledge of relevant mental health policy and legislation including the Mental Health Act
- Knowledge of community resources
- Demonstrates the ability to work in a multidisciplinary team
- Effective oral and written communication skills
- Valid Ontario Driver's License and a means of transportation are required
- Bilingualism in both official languages at the advanced level is an asset for all agency positions
- **Full vaccination status is required in accordance with the agency's COVID-19 Vaccination policy. Providing proof of full vaccination status will be a condition of employment.**

Hours of Work: Thirty-Five (35) hour work week. Flexible hours are required to meet client and service needs.

Salary range: Grade 9, \$34.79 – \$41.20 per hour
Per 2018-2022 Collective Agreement

Please forward your cover letter and resume clearly stating how your skills and experience meet the position requirements, quoting posting reference “**2023-33 – TFT MH Counsellor & Navigator**” to careers@cmha-wecb.on.ca by **Thursday, July 6, 2023 @ 4:30 PM.**

Posting Date: Thursday, June 22, 2023

This position is posted per Article 15 of the Collective Agreement. Internal candidates will be considered in priority as established by the Article, as such external candidates may not be considered if there is a qualified internal applicant.

CMHA strives to establish and maintain an inclusive workplace and believes that the diversity of our workforce is an invaluable asset. We are committed to following recruitment and selection practices that ensure all candidates are given a fair opportunity for employment with CMHA.