


Job Description – Residential Counsellor

	JOB DESCRIPTION		
	Position Title: Program: Service: Accountable to:	RESIDENTIAL COUNSELLOR Family Healing Wellness Centre Mental Health and Addictions Family Healing Wellness Manager	
Issued By: Date Issued:		Date Revised: Classification:	November, 2019

PURPOSE AND SUMMARY

Under the direction of the Family Healing Manager or designate, the Residential Counsellor will ensure the treatment needs of clients in care are met by actively participating in the provision of treatment services in residential family facility. The primary responsibility is to provide individual and group based treatment services that are consistent with the Vision, Mission and Core Values established by Dilico Anishinabek Family Care.

DUTIES AND RESPONSIBILITIES

1. Service Responsibilities

Under the direction of the Family Healing Manager, in cooperation with the Cultural Wellness Mentor, the Residential Counsellor is responsible to:

- a. ensure the treatment needs of clients are met by utilizing the Medicine Wheel as a model of care;
- b. provide assessments, individual counselling and education to the clients regarding their treatment needs, and the initial and long-term effects on self, family and community;
- c. facilitate group therapy sessions as scheduled;
- d. deliver services in keeping with the centre's model and provide effective and timely management of caseload;
- e. identifying uniqueness of each client and providing assessment and consultation according to the specific needs of each client;
- f. ensure advocacy and case management to support assessed client needs for duration of program;
- g. responding appropriately and in a timely manner to crises situations involving clients of treatment Services, including assessing and addressing high risk behaviours (self harm, suicide etc.);
- h. complete relevant training and maintain competent data input, best practices
- i. maintain knowledge of current trends of addictive substances and their treatment;
- j. awareness of methadone maintenance and suboxone treatment in addiction services.
- k. participating constructively as a team member at regular case review and team meetings;

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- l. work collaboratively with the residential treatment team to establish treatment plans, evaluation of treatment progress and in the development of discharge plans for all clients;
- m. prepare written reports and progress reports as per Dilico Case Management System requirements;
- n. provide, referral and liaison services with community resources, and after-care as needed, for clients who have completed treatment at the Family Healing Wellness Centre
- o. ensure that the culture and traditions are practiced and promoted throughout all program activities;
- p. providing transportation for clients as may be required;
- q. other duties, related to the position as may be assigned by the Family Healing Manager;

2. Organizational Responsibilities

As a representative of Dilico, the Employee is responsible for:

- a. participate willing and constructively in the supervision process with the Family Healing Manager or designate;
- b. act appropriately and fully respect all aspects of agency standards, policies and relevant legislation;
- c. propose changes within Dilico that would improve the quality of service to Anishinabek children and their families;
- d. apply native culture, values, traditions and teachings into programming where possible;
- e. ensure accuracy, confidentiality and safekeeping of agency and client's records;
- f. participate constructively as a team member in team meetings, seminars and training sessions as required by the Family Healing Manager or designate;
- g. develop a sound knowledge of the Anishinabek culture and the principle issues affecting the Mental Health of the Anishinabek youth, adults, families and communities in the city and district of Thunder Bay;
- h. develop sound knowledge of the positive traditional influences that could promote Mental Health and Wellness of Anishinabek youth, adults and families in the district of Thunder Bay. The ability to promote and apply Anishinabek culture, values, tradition and teachings in the work of the residential team where appropriate;
- i. developing and maintaining respectful, cooperative working relationships with Anishinabek children, families, communities and other service workers to promote an integrated, seamless delivery of services;

QUALIFICATIONS

3. Education

An HBSW or Degree in a related field is required coupled with four (4) years counselling experience in the field of Community Health and Addictions.

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4. Work Experience

- a. experience in the field of counselling, Addictions and Mental health
- b. experience in the provision of individual and group-based counselling, assessments, referrals and advocacy
- c. candidates without the specific education qualifications and where the position does not require certified qualification to practice, but who possess an appropriate combination of experience and other academic qualifications will also be considered.

5. Skills/Abilities

- a. sound knowledge of the Anishinabek culture and the principle issues affecting the mental health of Anishinabek children, families and communities in the City and the District of Thunder Bay;
- b. Sound knowledge of the positive traditional influences that could promote mental health and wellness of Anishinabek children and families in the District of Thunder Bay. The ability to promote and apply Anishinabek Culture, values, traditions and teachings in the work of the Child and Family Team where appropriate;
- c. developing and maintaining respectful, cooperative working relationships with Anishinabek children, families, communities and service workers to promote an integrated, seamless delivery of service;
- d. ability to understand or speak an Anishinabek language would be considered an asset;
- e. excellent written and oral communication skills;
- f. good planning, organization, problem solving, decision-making and liaison skills;
- g. ability to take direction as well as to work independently;
- h. ability to work as a member of a team
- i. ability to conduct client interviews, assessments, referrals, group facilitation and group therapy;
- j. sound knowledge of the treatment and healing processes;
- k. thorough knowledge of drug/alcohol abuse treatment models;
- l. experience working with Anishinabek adults, adolescents, families and communities;

6. CONDITIONS OF EMPLOYMENT

- a. ability to work flexible hours as determined by the Family Healing Manager or designate in relation to service requirements.
- b. must possess a Class F Driver's License or be willing to obtain a Class F License and have access to a personal vehicle with \$1,000,000 liability vehicle insurance
- c. must hold a valid Standard First Aid/CPR Certificate
- d. must complete a criminal records check/VSS upon hiring
- e. must complete a medical and receive the required immunizations as recommended by the local medical officer of health.

NOTE: This job description is not intended to be all-inclusive. The employee may perform other related duties as required to meet the ongoing needs of the organization.