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| Dilico Anishinabek Family Care | **JOB DESCRIPTION** |
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| **Position Title**: | **RESIDENTIAL COUNSELLOR** |
| **Program**: | Mental Health and Addictions |
| **Service**: | Adult Residential Treatment |
| **Accountable to**: | Addiction Services Manager |
| **Issued By**: |  | **Date Revised**: | **July 15, 2016** |
| **Date Issued**: |  | **Classification**: |  |

**PURPOSE AND SUMMARY**

Under the direction of the Addiction Services 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 a twenty (20) bed co-ed 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 Addiction Services Manager, the Residential Counsellor is responsible to:

1. Ensure the treatment needs of clients are met by utilizing the medicine wheel as a model of care.
2. Provide assessments, individual counselling and education to the clients regarding alcohol and drugs, their initial and long-term effects on self, family and community.
3. Facilitate group therapy sessions as scheduled.
4. Deliver services in keeping with the centre’s model and provide effective and timely management of caseload.
5. Prepare written reports and progress reports as per Dilico Case Management System requirements.
6. Participate as an active member of the residential treatment team.
7. Ensure that the culture and traditions are practices and promoted throughout all program activates.
8. Other duties, related to the position as may be assigned by the Addiction Services Manager.
9. Ensure advocacy and case management to support assessed client needs for duration of program
10. **Organizational Responsibilities**

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

a. participate willing and constructively in the supervision process with the Unit Supervisor or designate;

1. act appropriately and fully respect all aspects of agency standards, policies and relevant legislation;
2. propose changes within Dilico that would improve the quality of service to Anishinabek children and their families;
3. apply native culture, values, traditions and teachings into programming where possible;;
4. 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 Unit Supervisor or designate;

1. 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;
2. 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;
3. 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**

1. **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.

2. **Work Experience**

1. experience in the field of Addictions and Mental health
2. experience in the provision of individual and group-based counselling, assessments, referrals and advocacy
3. 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.
	* + - 1. **Skills/Abilities**
	1. 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;
	2. 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;
	3. developing and maintaining respectful, cooperative working relationships with Anishinabek children, families, communities and service workers to promote an integrated, seamless delivery of service;
	4. ability to understand or speak an Anishinabek language would be considered an asset;
	5. excellent written and oral communication skills;
	6. good planning, organization, problem solving, decision-making and liaison skills;
	7. ability to take direction as well as to work independently;
	8. ability to work as a member of a team
	9. ability to conduct client interviews, assessments, referrals, group facilitation and group therapy;
	10. sound knowledge of the treatment and healing processes;
	11. thorough knowledge of drug/alcohol abuse treatment models;
	12. experience working with Anishinabek adults, adolescents, families and communities;

**CONDITIONS OF EMPLOYMENT**

1. Ability to work flexible hours as determined by the ARTC Manager or

 designate in relation to service requirements.

1. must possess a Class F Driver’s License or be willing to obtain a Class F

 License and has access to a personal vehicle

1. must hold a valid Standard First Aid/CPR Certificate
2. must complete a criminal records check.
3. 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.