

	JOB DESCRIPTION		
	POSITION TITLE: Program: Service: Accountable to:	CULTURAL WELLNESS MENTOR Adult Transitional Housing Manager Home for Good/Homelessness Prevention Adult Transitional Housing Manager	
Issued By : Date Issued:		Date Revised: Classification:	November 11, 2023

POSITION SUMMARY

Under the direction of the Adult Transitional Housing Services Manager, the Cultural Wellness Mentor is responsible for ensuring the cultural needs of youth/adult clients are met who are on the Home for Good case management and waitlist. This includes managing the Home for Good client waitlist; opening new referrals; regular appropriate documentation on all client files; maintaining regular contact and meeting with clients; assisting with client appointments or needs; attend bi-weekly case review meetings, provide daily traditional healing, guidance, teachings, sacred circles and traditional ceremonies for youth participants within Adult Transitional Housing services. The Cultural Wellness Mentor is responsible to work collaboratively with the team to ensure program delivery is consistent with the philosophy, approach, goals and learning environment established by Dilico Anishinabek Family Care which will ensure the cultural, social, emotional and physical wellbeing of children/youth and their families.

Duties and Responsibilities:

1. Cultural Service Responsibilities

Under the direction of the Adult Transitional Housing Services Manager, the Cultural Wellness Mentor will be responsible for the following:

- a. ensuring the daily cultural needs of youths/adults are met by actively providing daily culturally-based activities within the context of programming;
- b. plan, participate and coordinate daily therapeutic cultural, recreational and social programming for the youths/adults in the program, including;
- c. Connect participants to the wider community through outings, information sessions and workshops;
- d. Support youths/adults to create a pathway out of homelessness by offering training, skill building and leadership opportunities and potential employment/education connections.

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- e. facilitating land-based activities both onsite and in the community or wilderness;
 - i. emphasis will be placed on cultural values, traditions and ceremonies;
 - ii. facilitating cultural activities both at the unit and in the community or wilderness;
 - iii. providing youths/adults who are impacted by substance misuse with cultural healing interventions that support withdraw management and increased coping skills;
 - iv. providing meaningful family/community engagement activities that supports independent living and life skill-focused aftercare activity learning;
 - v. implementing recommended cultural healing interventions by the clinical team, Dilico Mental Health and Addiction Services, Dilico Cultural Services, Dilico Health services, Dilico Child Welfare services, and First Nation representatives;
 - vi. where appropriate, implementing youth focused recommendations provided by the youth their family, First Nation representatives, etc.;
 - vii. travelling with youth to their First Nation to ensure youth's access to community supports, services and events.
- f. Provide traditional knowledge, cultural teachings, ceremonies, Anishinabek language interpretation, and traditional ways of knowing and viewing life for youth, and within the clinical team
- g. Provide management and staff with guidance and direction regarding traditional knowledge;
- h. Ensure protocols and procedures of ceremonies, fasts, sweats, celebrations and feasts are followed;
- i. Assist in mentoring youths/adults and community helpers with opportunities to learn and experience sweats, fasts, ceremonies, traditional teachings, sacred circles, fire keeping, etc;
- j. ensuring the safety, well-being and basic needs of the youths/adults by monitoring them and providing care according to the specifications of the agency policies and procedures, service delivery manual, licensing requirements, or as directed by the Adult Transitional Housing Services Manager;
- k. participating in case reviews as required, where individual transition plans can be reviewed and revised if needed;
- l. providing transportation of clients as may be required and assigned by the Adult Transitional Housing Services Manager;

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- m. participating on Team meetings and training as per policies and procedures, this includes being familiar with and able to implement a variety of therapeutic strategies, providing crisis intervention and effective decision making skills;
- n. participating in program evaluation;

2. Case Management Responsibilities

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

- Managing the Home for Good Waitlist
- Opening new referrals on EMHware
- Meeting with clients: conducting a program review, completing consents
- Maintaining weekly contact with clients
- Assisting with appointments or clients' needs- transporting to appointments, clothing, referrals, etc
- Completing case note documentation, and uploading documents into clients' EMHware files
- Updating bi-weekly reports according to schedule
- Attending and participating in bi-weekly meetings
- Communicating with service providers as needed
- Assisting Back to Home team as needed

3. Organizational Responsibilities

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

- a. reflecting and interpreting the Agency Vision, Mission and Core Values in his/her own work with enthusiasm and commitment;
- b. acting in accordance with relevant legislation and Agency Policies, Standards and Procedures;
- c. proposing changes within Dilico that would improve the quality of service to Anishinabek children, families and communities;
- d. developing and maintaining respectful, cooperative working relationships to contribute to the integrated, seamless delivery of services to Anishinabek children, families and communities;
- e. understanding his/her role and responsibility in maintaining a safe workplace and reducing workplace injuries;

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- f. applying Anishinabek culture, values, traditions and teachings into programming where possible;
- g. ensuring accuracy, confidentiality and safekeeping of agency records participating constructively in the supervision process with the immediate Manager.

QUALIFICATIONS

1. Education

- Minimum post-secondary education; preference in area of Native Studies or related Human Services diploma with a minimum 3 years' experience in Cultural programming for youth. A combination of skills, education and life learning specific to traditional knowledge may be considered.
- An individual who is of Anishinabe ancestry with understanding, practice and sharing of Anishinabe history, culture, traditions, ceremonies and values is preferred.

2. Work Experience

- a) Preferred (3-5) three to five years' experience in Human Services involving developing and delivering of Cultural programming for youth.
- b) 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.

Skills and Abilities:

- a. sound knowledge of the Anishinabek culture customs, teachings, traditions and values;
- b. understanding of the principle issues affecting Anishinabek youth/adults;
- c. sound knowledge traditional influences that promote mental well-being of Anishinabek youth/adults;
- d. ability to promote and apply Anishinabek Culture, values, traditions and teachings on the job;

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- e. ability to establish therapeutic relationships with youth/adults;
- f. ability to provide effective culturally-based therapeutic interventions;
- g. ability to apply effective culturally-based youth addictions interventions;
- h. ability to provide culturally-based youth-focused activities;
- i. developing and maintaining respectful, cooperative working relationships with Anishinabek youth, families, communities and service workers to promote an integrated, seamless delivery of service;
- j. ability to understand or speak an Anishinabek language would be considered an asset;
- k. knowledge and understanding of the Child and Family Services Act, the Mental Health Act and other relevant legislation;
- l. effective written and oral communication skills;
- m. ability to follow direction and work as a member of a multi-disciplinary team;
- n. ability to maintain confidentiality;
- o. ability to work within the policies, standards, procedures and the vision, mission and core values of Dilico Anishinabek Family Care;
- p. Anishinabek language, an asset;
- q. respectful of others and others beliefs.

CONDITIONS OF EMPLOYMENT

- a. satisfactory Criminal Records Search; including a Vulnerable Sector Search;
- b. ability to work flexible hours as determined by the Adult Transitional Housing Services Manager in relation to service requirements;
- c. must possess a Class “G” Driver’s Licence and have access to a personal vehicle;
- d. a valid Standard First Aid/CPR Certificate is recommended.
- e. must complete a medical and receive the required immunizations as recommended by the local medical officer of health;

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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.