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| <b>Job title</b>      | <b>Mental Health &amp; Addictions Worker</b> |
| <b>Reports to</b>     | <b>Director of Health</b>                    |
| <b>Classification</b> | <b>Social &amp; Community</b>                |

**PURPOSE AND SCOPE**

The Mental Health & Addictions Worker will work on behalf of the MGBHLM First Nation Community to provide a broad range of support services in accordance with the mission, values, philosophy and the policies and procedures of MGBHLM First Nation.

The Mental Health & Addictions worker works as a member of the Health Department with MGBHLM First Nation. They play a lead role in the establishment of community-based addiction programs that are aimed at prevention strategies, intervention and after care activities. The worker provides services including: assessment duties, counselling programs, referrals for treatment and follow-up treatment, after care and rehabilitation to clients.

The Mental Health & Addiction Worker will consult/liaise with other Health/Social Services agencies and collaborate with the community on raising awareness on the nature of addictions, crisis mitigation, collaborative care planning and follow-up.

**QUALIFICATIONS:**

- A minimum of a relevant degree in the Human Service field with addictions training.
- Certification as an Addictions Counsellor from a recognized Canadian Certification board (FNWACC, CACCF, CCPF etc.) with an emphasis on cultural competency.
- Must possess a valid Saskatchewan Driver’s License;

**SKILLS AND EXPERIENCE REQUIREMENTS:**

- Experience working in addictions services;
- A criminal record check is required;
- Experience working or linking with First Nations communities;
- Have knowledge of and a willingness to actively support traditional healing practices;
- Fluency or comprehension of Cree and/or Nakota language would be an asset;
- Excellent verbal and written communication and listening skills;
- Thorough knowledge of the self-awareness model;
- Knowledge of computer programs such as MS Word, Excel and Outlook;
- Must have demonstrated ability to maintain confidentiality, work well with others and keep confidential information about clients confidential.
- Demonstrated ability to work well with others in the community and accept supervision;
- Must agree to abide by MGBHLM First Nation’s organizational policies (i.e. personnel, confidentiality, conflict of interest, and code of conduct);
- Knowledge of the Protection of Privacy Act and Personal Information Protection Act.

## **DUTIES**

Reduce the incidence of alcohol, drug and solvent abuse among community members through education, community development and promotional activities by:

- Providing informational resources such as books, pamphlets and DVDs on Addictions;
- Providing workshops on tobacco, drug and alcohol addiction to youth and students in collaboration with Mosquito School;
- Planning and implementing community activities such as Sobriety Lunches, Happy Couples dinners, ringing of the bells to celebrate sobriety during pregnancy, educational activities and events during National Native Drug and Alcohol Awareness Week each year;
- Planning and implementing community workshops on FASD, healthy relationships and other topics in collaboration with the Mental Health and Wellness Therapist(s);
- Facilitating Men's groups weekly;
- Collaborating with the Mental Health Therapist to plan and implement an anger management course (8-10 weeks, twice per week);
- Provide individual and family outpatient counselling regarding addictions, grief and loss and family violence in collaboration with the Mental Health Therapist(s);
- Supports AA group in the community and assists clients in accessing an out of community AA group in the surrounding areas;
- Provide Pre-treatment assessments and referrals to approved inpatient drug and alcohol treatment services when required;
- Conduct intake assessment using intake packages from treatment centers and make arrangements for clients to attend treatment facilities;
- Provide Post-treatment support services to individuals and families;
- Develop post-treatment plan;
- Provide Counselling, support and referrals;
- Perform outreach visits, support visits, sharing circles;
- Increase awareness and understanding in the community about solvent abuse and alternative lifestyles;
- Deliver one workshop per year on solvent and crystal meth abuse to school students;
- Provide resources to community members, students and families;
- Network with other communities to coordinate prevention and after care activities;
- Network and case-conference with Social workers, school staff, RCMP, Elders and off-reserve service providers;
- Provide training for health staff on solvent and crystal meth use as required;
- Provide professional and friendly service at all times;
- Assist in the completion of funding applications upon request;
- May be required to perform back up duties for the Mental Health team;
- Other duties as assigned.

**WORK ENVIRONMENT:**

- Busy work environment with long hours either sitting or standing;
- Extended periods of computer work;
- Required to work in a variety of different environments – including periodically outside of normal working hours, and to function independently;
- Local travel may be required within the First Nation and off-site to meet the demands of the members.

**PHYSICAL DEMANDS:**

- Due to the nature of this position, the ability to manage stress and stressful situations as well as the ability to manage the conflict that will arise in certain situations is necessary;
- This position will require low strength;
- The physical demands of the position will require sitting, walking in a protected environment;
- Non-physical demands include a work environment where the noise level is generally quiet, but may be moderate on occasion;
- The nature of the position will have moderate to high tension and anxiety levels, as there will be a number of situations involving conflict management, negotiation and significant deadlines.

**ORGANIZATIONAL RELATIONSHIPS**

The MGBHLM First Nation is a drug and alcohol free workplace

- Employees will respect each other’s time, space, and need for concentration.
- Socializing and interruptions must not impede workflow.
- Employees will provide staff assistance as requested
- Each employee may be asked from time to time to cover other departments.
- All business communications, whether verbal, visual, or written, whether for internal or external use, will be professional in tone and content.
- All employees will ensure a safe working environment is maintained
- Act as a positive and professional representative of MGBHLM First Nation

**Signature**

This is to acknowledge that I have received a copy of this job description and understand its contents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*This job description document does not constitute an employment agreement between the employer and the employee and is subject to change by the employer to suit the needs of MGBHLM First Nation and requirements of the job.*