**JOB DESCRIPTION**

**Position Title:** Mental Health Therapist/Counsellor

**Program/Location:** Mental Health Program/Lanark and Carleton Place

**Reports to:** Director of Health Services

**Role Summary**

The Mental Health Therapist/Counsellor supports the functioning and independence of clients of ConnectWell Community Health and residents of Lanark County who are over the age of eighteen and seeking support for mental health issues. The Mental Health Therapist/Counsellor works within the values and objectives of ConnectWell Community Health and provides counselling services within a social determinant of health framework. This includes assessment, counselling, crisis intervention supports, and facilitation of mental health and wellness groups

**POSITION REQUIREMENTS**

1. **Education**

* A Master of Social Work, or a Masters of Arts in Professional Counseling with Clinical Counseling/Psychotherapy,
* Complimentary education to support the position. For example, trauma informed counselling, CBT, couples or families counselling
* Registration and member in good standing (qualifying accepted) with the Ontario College of Social Workers and Social Service Workers or College of Registered Psychotherapists of Ontario or other appropriate professional college(s)

1. **Professional Experience**

* Minimum of three years of experience working with clients who have mental health issues
* Thorough knowledge of and proficiency in clinical assessment, psychosocial counseling techniques and therapeutic models of intervention.
* Additional training/experience in attachment, mindfulness, CBT, solution focused and narrative therapy and/or other current practice models in the theory/treatment of mental health challenges and trauma

1. **Key Competencies**

* Strong understanding of social determinants of health and their impacts on client lives
* Ability to establish positive and supportive therapeutic relationships with clients
* Strong interpersonal and communication skills
* Demonstrated non-judgmental attitude and a strong understanding of environmental and systemic issues affecting clients (ie. sexism, racism, poverty, disability)
* Capable of working respectfully in a multi-disciplinary and inter-professional environment; fostering good working relationships
* Commitment to understanding the complexities of community based healthcare in a rural setting

1. **Work Conditions**

* Ability to work flexible hours (occasional evenings and weekends) based on program needs, as required
* Ability to work in a face-to face or virtual environment
* Valid Driver’s license, insurance and the use of a reliable vehicle
* Extending period of sitting while working on administrative tasks

**POSITION RESPONSIBILITIES**

* Provide counselling support to clients and community members who are over the age of 18 years of age
* Provide crisis intervention as required.
* Works collaboratively with the primary care team to meet client needs.
* Ensures appropriate interventions are delivered by maintaining proper client records, assessment notes and correspondence.
* Ensures appropriate encountering of services in the electronic medical record system.
* Participates in consult and case conferences with the primary care team.
* Participates in case conferences, with community partners.
* Collaborate with community partners to assist clients to meet their mental health needs
* Participation in regular clinical supervision.
* Develops and facilitate mental health groups, such as those focused on mental health promotion and those that support clients with mental health issues.
* Identifies the need for appropriate community education programs and contributes to the development of new programs
* Participates in the selection and supervision of students and professionals seeking placements pertaining to counseling at the Centre.
* Other related duties as required.

**Standard ConnectWell Employee Responsibilities**

As an employee of ConnectWell, this position is responsible for the following:

**Administrative**

* Preserves confidentiality of all client and employee information and seeks to minimize risk while working with data
* Submits records of time worked and time off in a timely manner
* Maintains and develops professional competence, and where applicable, a professional license to practice, through appropriate continuing education methods (e.g. peer interaction, literature review, conferences, courses, staff development leave, etc.)
* Complies and adheres to all applicable ConnectWell policies and procedures

**Organizational Responsibilities**

* Respects and values the diversity of the community and individuals
* Supports the organization’s student placement programs
* Contributes to the organization’s work by participation in activities that seek to strengthen collaborative and interdisciplinary teamwork, such as committees and working groups, strategic planning and accreditation
* Contributes to the organization’s practices of hiring, orienting and training of employees
* Participates actively in team meetings
* Consults with and provides support to team members and other ConnectWell employees regarding professional issues
* Participates in the development of policies and procedures by providing feedback in the organization’s policy development process
* Works in a manner that incorporates health promotion and recognizes the determinants of health
* Participates in team and individual professional development opportunities

**Occupational Health & Safety**

This position must also work within the scope of all legislative and ConnectWell Health and Safety policies. In this capacity, the employee:

* Works in a manner that promotes a safe, secure environment, and is compliant with the Duties of Workers under the Ontario Occupational Health & Safety Act (Section 28)
* Must read and follow all ConnectWell Occupational Health & Safety policies
* Works safely in consideration of the following job hazards: noise, workplace violence
* Participates in Occupational health & Safety training as required:
* AODA
* WHMIS
* Employee Safety Training
* Other (as required)

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read this job description and understand and accept the responsibilities outlined within. I have also been given a copy of this job description.

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Employee Signature Date

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Supervisor Signature Date