



CAMHS

Community Addiction and Mental Health
Services of Haldimand and Norfolk

POSITION: Program Assistant	EMPLOYEE GROUP: Non Union	POSTING: C2019-06
PROGRAM: Wellness & Recovery Centre	STATUS OF POSITION: Temporary Full Time	POSTING DATE: January 24, 2019
LOCATION: Haldimand and Norfolk Counties	RATE OF PAY: \$19.26 - \$24.08	NORMAL HRS OF WORK : 35 hours weekly, including evenings and weekends
REPORTS TO: Manager, Wellness & Recovery Centre		

Adhering to the Vision, Mission, Values and Goals of Community Addiction and Mental Health Services of Haldimand and Norfolk (CAMHS), the Program Assistant works within the Achieve Mental Health Wellness & Recovery Centres to facilitate and support individuals with their recovery process through the delivery of social recreation, education, peer support and advocacy. Utilizing education and skills combined with lived experience with mental illness and/or addiction to provide hope, inspiration and support to individuals to move forward with their recovery. Duties include (but not limited to):

- Facilitation and participation in the daily operations of the mental health drop-in program(s) and site(s)
- Provision of peer support, education, coaching, and mentoring with individuals on a one-to-one and/or in group situations
- Support and guide individuals and groups regarding activities of daily living
- Development, organization, and leadership of individual and group social/recreational and psychoeducational activities/groups
- Participation in the development, promotion and delivery of community outreach and education events
- Maintenance of applicable program statistics
- Support of student learning
- Awareness and participation in local community and regional partnerships
- Participation in mandatory training

QUALIFICATIONS AND REQUIREMENTS:

- Diploma in Social Services.
- Registration with the Ontario College of Social Workers and Social Service Workers.
- Personal, lived experience with mental illness and/or addiction, willing to self-identify and share experience of recovery.
- Demonstrated understanding of Recovery Model Framework.
- Preferred completion of Non-Violent Crisis Intervention and Suicide Intervention skills training, or willingness to complete.
- Current First Aid/CPR.
- Group facilitation skills.
- Demonstrated ability to use computer programs for data entry and program development
- Demonstrated ability to work independently, flexibly and collaboratively as part of a multi-agency team.
- Willingness to work flexible hours.
- Individual must possess a valid driver's license, a reliable vehicle, and a clean driving record.

Interested applicants should **submit a cover letter and updated resume** to the Human Resources Department, or email to CAMHSRESUMES@NGH.ON.CA, referring to the above posting no later than:

Internal Candidates: 1600 on January 31, 2019
External Candidates: 1600 on February 7, 2019

*All positions will comply and work in conjunction with the Mission, Vision, Goals and Objectives of Community Addiction and Mental Health Services of Haldimand & Norfolk (CAMHS)
 ...partnering for Mental Health and Addiction Wellness*

In order to ensure equal opportunities during the recruitment and selection process, CAMHS provides accommodations for applicants with disabilities, upon request.

CAMHS THANKS ALL APPLICANTS FOR THEIR INTEREST.
 PLEASE NOTE, ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED