



CAMHS
Community Addiction and Mental Health
Services of Haldimand & Norfolk

POSITION: Addiction Counselor **EMPLOYEE GROUP:** CUPE 4700 **POSTING:** C2022-18RP
PROGRAM: Addictions **STATUS OF POSITION:** Full-Time **POSTING DATE:** August 22, 2022
LOCATION: Haldimand and/or Norfolk **RATE OF PAY:** \$24.95-\$31.21 **NORMAL HRS OF WORK:** 35 hrs wkly
REPORTS TO: Manager of Clinical Services

Responsibilities:

Provides assessments, outpatient counseling and develops treatment plans for people of all ages experiencing issues with alcohol, drug and gambling addictions. Responsible for case management including case notes, summaries and other documentation to ensure appropriate agency records are maintained according to provincial legislation and policies and procedures. Duties include, but are not limited to:

- Conduct comprehensive psychosocial assessments with clients in order to determine problem and strength areas
- Develop treatment recommendations based on the assessments
- Negotiate treatment goals with clients, and refer to appropriate service resources to meet the goals established
- Provide out-patient counselling to clients (individuals or in groups) when appropriate and necessary
- Work with appropriate agencies in order to coordinate services and advocate on behalf of clients
- Liaise with agencies to maintain awareness of community resources and to identify gaps in the service continuum
- Work cooperatively both internally and externally, i.e. with wide variety of agencies/groups to develop, initiate and maintain programs designed to meet the needs of clients experiencing substance use/problem gambling concerns
- Develop and deliver educational presentations designed to heighten awareness of substance use/problem gambling issues and promote the development of healthy lifestyles
- Act as a resource on addiction services and resources
- Collect and maintain statistical information which is used for addictions programming and for generating various reports
- Prepare and process documentation and ensure appropriate agency records are maintained according to policy and procedures and current legislation
- Participate in mandatory core programs defined by Ministry of Health, as assigned
- Assist with the development of service delivery protocol
- Ensure crisis contacts are handled in a professional manner with referral to the appropriate resources
- Adherence to all health and safety policies, procedures and provisions and the recognition and reporting of unsafe hazards and work practices

Qualifications:

- University degree in a related field (e.g. Sociology, Psychology, Social Work) plus specialization in addiction counseling
- Minimum of 2-3 years field experience preferred
- Excellent attendance record
- Demonstrated time management, organizational and interpersonal skills
- Good communication skills (both oral and written)
- Computer proficiency - must be able to apply basic functions of corporate standard software and have general knowledge of division-specific software
- Valid Class G drivers' license and access to reliable vehicle

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 August 29, 2022

External Candidates: This position will remain posted until filled.

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.