

SHOAL LAKE BAND NO. 40

P.O. Box 6, Kejick, ON POX IEO

Office: (807) 733-2315 • Email: SL40secretary@hotmail.ca

Position: Shoal Lake #40 Mobile Crisis Unit Coordinator

Reporting to: Brenda Freel, Councillor- Health

Location: Shoal Lake #40 First Nation, Ontario

Position Summary:

The Mobile Crisis Unit Coordinator (M.C.U.C) will work under the direct supervision of the health portfolio councillor. The Mobile Crisis Unit Coordinator will lead a multidisciplinary team to provide crisis response, intervention and follow-up services to clients affected by mental health and substance issues. Crisis intervention may include safety assessments and planning, service coordination, and community outreach and engagement.

Key Duties and Responsibilities:

- **Coordinate Mobile Crisis Intervention Services** (day, evening, and weekend)
- Respond to crisis calls
- Screen and assess, and refer clients to external mental health & addiction professional services
- Maintain current client information, provide accurate updates in case management files and track data using the Client Tracking Database system provided
- Collaborate and network with other departments and community organizations, and refer clients to available services which may promote health and wellness
- Provide follow-up to clients and ensure ongoing follow-up care and counselling through collaborating with external mental health counsellors
- Develop and provide substance abuse information services (Literature, workshops, videos, internet) and submit monthly newsletter articles that focus on mental health and self-care
- Planned, organize and or develop, and facilitated and or implement community-based and culturally relevant mental health & addictions prevention and promotion programming within the community including work plans, job descriptions and reporting templates etc.
- Write quarterly, and annual reports on services provided to the community
- Liaise with Shoal Lake #40 First Nation community program staff and families, children, adolescents, and youth to establish connections and a network within the community
- Support parents and caregivers in understanding and implementing recommendations and in assessing needed family support, wellness, health, and education services
- Participate in case management meetings with other professionals

SHOAL LAKE BAND NO. 40

P.O. Box 6, Kejick, ON POX IEO

Office: (807) 733-2315 • Email: SL40secretary@hotmail.ca

- Maintain strict confidentiality and security protocols to protect client information

Qualifications:

- A minimum, successful completion of a college diploma in social/ health science disciplines, or human resources services.

We recognize that completion of this training before the hire is an asset, however, Successful completion or willingness to complete the following training for this role will be considered:

- Applied Suicide Intervention Skills Training
- Non-Violent Crisis Intervention Training
- First Aid and CPR
- Harm Reduction Training
- Privacy Training

Other Duties:

- All other duties and responsibilities delegated by the health department
- Proven leadership abilities, including accountability, and work-habits
- Experience in collecting and reporting statistics
- Knowledge of the complex multi-layered structure of health and social program targeted to children with developmental delays or disabilities and their families
- Strong written and verbal communication skills
- Strong computer skills in Microsoft Word, Excel, and PowerPoint

Please submit your resume and cover letter application via email, fax, and email to the attention of:

Brenda Freel, Shoal Lake #40 First Nation, Health Portfolio Councillor

P.O. Box 6, Kejick, ON POX IEO

Office: (807) 733-2315 • Email: b_redsky@hotmail.com

Successful candidates will be required to obtain a copy of their Vulnerable Sector Screening and Child Abuse Registry Check. We thank all who apply, however only those applications selected for an interview will be contacted.