

HAS AN OPENING FOR THE POSITION OF

Community Services Team Co-Lead – Internal and External

(2.00 FTE – 37.50 HRS/WEEK)

LOCATION: Fort Frances, Ontario

Salary Range: \$41.59-\$48.21/hr

Position Summary:

Reporting to the Director of Services and working collaboratively and seamlessly with their counterpart and Co-Lead, the **Community Services Team Co- Lead** is responsible for the development, implementation and operating oversight of the Safe Bed, Joint Mobile Crisis, Court, Housing, Case Management and Fort Frances Peer Support programs and services. The Community Services Team Lead participates as a member of the Leadership Team and provides direct supervision to the **Community Services Team**, including Addiction Worker, Residential Support Workers, Fort Frances Peer Support Workers, Case Managers, Housing, Court Workers and Mobile Crisis Response Workers. They are responsible for the identification, development, implementation, and evaluation of their Team, including operational programming and services, system design, and program integration. They will contribute to the CMHAFF leadership agenda by working in collaboration with members of the Leadership and Management Teams to drive performance, sustain high levels of engagement with employees and to work in partnership with persons with lived mental health and addictions experience. They will develop and sustain a culture of client-centred care while incorporating continuous quality improvement across the Team and Association and aligned CMHAFF Strategic plan, Mission, Vision and Values.

In addition to compliance with all Association policies and procedures, applicable legislation and regulation, the Community Services Team Co-Lead will demonstrate competence in effective communications, clinical oversight, team building, collaboration and sound decision making.

Essential Duties:

- Oversees the day-to-day operations, design, and coordination of the Community Services Team, including Safe Bed, Mobile Crisis, Fort Frances Peer, Court, Housing, and Case management.
- Provides supervision, support and direction to the assigned Workers.
- Provides oversight of the Fort Frances Peer Support Workers while working in collaboration with the CMHAFF Peer Support Lead for collaborative supervision.
- Ensures efficient, wholistic, and seamless service delivery; including, intakes, admissions, assessment, treatment planning, follow-up, referral, and discharge of clients.
- Develop, implement and maintain staffing schedules.
- Provides training and performance evaluation of the assigned Workers.
- Facilitates regular individual meetings with assigned Workers for the purposes of supervision, evaluation, and direction.
- Identifies training needs and co-ordinates professional development training for the assigned workers.
- Ensures that the program and staff are compliant with all Association policies, procedures and applicable legislation.
- Ensures assigned workers are aware of and assess for all aspects of risk and intervene as appropriate when risk is identified.
- Assists with crisis intervention, as needed.
- Attends team meetings and participates and contributes to program development as a member of the team.
- Builds and maintains a cohesive Community Services Team that includes monthly team meetings and ongoing professional development
- Develops and maintains strong community partnerships and linkages.
- Works closely with the other Leadership Team members and provides backup to the other Leads and supervisory positions as a support to provide seamless services.
- Assists with the hiring and orientation of workers.
- Works as part of a Branch Leadership Team in the development, implementation and maintenance of quality agency programs and services.
- Accepts lead roles and special projects as assigned by the Director of Services.

- Meets regularly with the Director of Services/designate for the purpose of supervision and performance appraisals.
- All other duties as assigned.

Qualifications:

- Bachelor level degree in a related profession preferred.
- Five years of experience working in a community and/or residential setting with persons with mental health issues, substance use health concerns or other relevant populations, preferably in a supervisor role.
- Working knowledge of the Criminal Justice System, Mental Health Act, Residential Tenancies Act, 2006, Ontario Human Rights Code and the Mental Health Act.
- Thorough knowledge of health, social services and justice programs.
- Demonstrated ability to apply a client-centred and trauma-informed approach to care.
- Competent in risk assessment, substance use screening and the ability to de-escalate threatening behaviours.
- Strong written and verbal communication skills.
- Ability to work independently and as a team member.
- Demonstrated leadership ability and motivational skills essential.
- Team building and community development skills essential.
- Experience in identifying staff training needs, developing and presenting educational activities.
- Excellent organizational, verbal and written communication skills and computer knowledge.
- Current registration in their professional designation.
- Current First Aid and CPR Certification.
- Access to a vehicle and hold a valid Ontario Driver's License and be willing to travel throughout the Kenora/Rainy River Districts.
- Current Vulnerable Sector Criminal Record Check.

Qualified applicants are asked to submit a resume and cover letter outlining their experience to:

Selection Committee
 Canadian Mental Health Association, Fort Frances Branch
 P.O. Box 446
 Fort Frances, Ontario P9A 3M8
 Fax: (807) 274-2473 Email: tsinclair@cmhaff.ca.

Position posting will remain open until filled.

CMHAFF welcomes applications from individuals with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process.