



# Wahnapiitae First Nation

259 Taighwenini Trail Road  
Capreol ON P0M 1H0

Phone: (705) 858-0610

Fax: (705) 858-5570

[www.wahnapiitaeirstnation.com](http://www.wahnapiitaeirstnation.com)

---

## WFN - JOB POSTING - \*Pending Vacancy of Position

<b>POSITION:</b>	<b>Mental Health Coordinator</b>	<b>REPORTS TO:</b>	<b>Health Director</b>
<b>POSTING DATE:</b>	<b>April 13, 2018</b>	<b>TERM:</b>	<b>Permanent Full-Time - 35 hrs/wk</b>
<b>SALARY:</b>	<b>Salary to commensurate with qualifications and experience</b>		

---

### Role and Scope Overview

Wahnapiitae First Nation is seeking a Mental Health Coordinator to work as part of the communities' mental health team to coordinate mental health services for those identified as having different mental health needs, ranging in severity. The Mental Health Coordinator can also get involved in mental health promotion by presenting at schools or community organizations and also participating in awareness campaigns while also coordinating networks of support within the community.

The main duties and responsibilities of the Mental Health Coordinator is being the main point of contact for patients or clients who receive mental health care. He/she will be required to perform assessments on patients to gain a better understanding of their changing mental health needs over time. One of the most important tasks of the coordinator will be to ensure that the mental health services run smoothly both within individual and organization levels. Some of the services coordinated by a Mental Health Coordinator will include accommodation, medical treatment, counseling and psychotherapy. The coordinator will also be expected to act as navigator through Jordan's Principle and assist parents who have children with identified special needs to be included in the various programs offered for their child. The Mental Health Coordinator will be under the supervision of a registered nurse.

### Qualifications

- Graduate (Masters) degree in social sciences or related discipline, including equivalent training and experience in psychology, social work, mental health/addictions systems, health planning, community engagement, developing service protocols, facilitation and negotiating, statistics, research, developing Indigenous Framework Models;
- Excellent knowledge about mental illness and the mental health industry;
- Knowledge of evidence-based and Indigenous wise practices;
- Knowledge of Jordan's Principle and children with special needs;
- Experience in successful community outreach and engagement with Aboriginal people as well as knowledge of current approaches and techniques in Aboriginal engagement and health planning;

Anishinabek and First Nation members are encouraged to apply. We thank all applicants for their interest, however, only those being interviewed will be contacted.

- Proficiency in health program development, design, implementation and evaluation;
- Demonstrated knowledge and understanding of Aboriginal traditional culture;
- Proven track record in working with Aboriginal groups to achieve successful outcomes, especially when dealing with complex issues such as mental health & addictions, trauma-informed care, family violence, children with special needs, child welfare and youth justice.
- Excellent interpersonal skills including the ability to communicate effectively (written and verbal) and foster collaborative working relationships.
- Knowledge in the use of personal computers, various word processing, spreadsheets and electronic information management systems.
- Ability to work flexible hours including some evenings and weekends
- Ability to travel, hold a valid Ontario Driver's License and access to a reliable insurable vehicle

## **Professional Abilities**

### **1. Technical Functions:**

- Prepares and delivers mental health promotion, education and prevention clinics, presentations and workshops to the Community.
- Works closely and supports the Health, Social and Education Team with the delivery of Mental Health promotion and prevention activities.
- Delivers individual and family sessions on mental health and well-being.
- Provides systems navigation and advocacy, including the mental health system.
- Facilitates family group culture-based workshops and life skills supports.
- Coordinates mental health wellness circles.
- Completes Mental Health & wellness planning.
- Delivers programs for children and youth who have been exposed to or witnessed violence and programs to promote the health, wellbeing and integration of individuals who identify as lesbian, gay, bisexual, transgendered, queer, two-spirited and other sexual orientations within the context of the greater community.
- Coordinates care plans at the local level.
- Facilitates peer support groups.
- Delivers Mental Health workshops and supports for young adults, adults, elders, men, women and those who identify with a non-binary gender.
- Delivers land-based youth and family programs.
- Coordinates a special needs program.

### **2. Administrative Functions:**

- Develops proposals for additional Mental Health funding.
- Prepares reports for special projects initiated outside of normal responsibilities
- Collects reports and data for rollup that is comprehensive, accurate and systematic.
- Provide activity reports, time sheets, written reports and other requests as required.
- Coordinate research projects

### **3. Communication & Liaison:**

- Completes reports and statistics as required by the Health Director and those required by the funders.
- Assists the Health Director in preparing annual evaluations of programs and individual evaluations for staff.

Anishinabek and First Nation members are encouraged to apply. We thank all applicants for their interest, however, only those being interviewed will be contacted.

- Liaise and interact with external governments, agencies and native organizations on health matters impacting Wahnapiatae First Nation.
  - Assists in conducting research, compiling data and preparing reports.
- 4. Other Related Duties:**
- Performs other job related duties as may reasonably be required by the Health Director.

**CLOSING DATE:** Friday, April 27, 2018 at 4:30 pm

Please forward your cover letter, resume and three (3) work references by fax, email or regular mail to:

**Harvey Thunderchild, Executive Director**  
**Wahnapiatae First Nation, 259 Taighwenini Trail Road, Capreol ON P0M 1H0**

harvey.thunderchild@wahnapiataefn.com

Anishinabek and First Nation members are encouraged to apply. We thank all applicants for their interest, however, only those being interviewed will be contacted.