



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Mental Health and Addictions Counsellor	
Position Number	Community	Division/Region
48-10578	Fort Smith	Mental Health and Addictions/ Fort Smith

PURPOSE OF THE POSITION

As part of the larger territorial Community Counselling Program (CCP), the Mental Health and Addictions Counsellor (MHAC) is responsible for providing mental health, addictions, and family violence services, for the residents of the Fort Smith Region. Services are provided in accordance with the Northwest Territories (NWT) Mental Health Act, Health Information Act, Child and Family Services Act, Protection against Family Violence Act, and the NWT Community Counselling Program Standards. Services are intended to help improve the mental health and well-being of residents and their community.

SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłıchʔ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-Indigenous. Health and social services includes the full range of primary, secondary and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.

While the Tłıchʔ Community Services Agency (TCSA) will operate under a separate board and Hay River Health and Social Services Agency (HRHSSA) will in the interim, the NTHSSA will set clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. Service Agreements will be established with these boards to identify performance requirements and adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.



Under the direction of the Minister of Health and Social Services, the NTHSSA is established to move toward one integrated delivery system as part of the government's transformation strategy.

Located in Fort Smith, the MHAC reports to the Regional Manager, Mental Health and Addiction Services (Fort Smith Region) for the administrative, supervision/ functional input and clinical guidance.

The MHAC provides discreet, community-based, culturally sensitive, and recovery-oriented mental health, addictions, and family violence counselling to program service users. These services include but are not limited to: prevention and promotion initiatives; planning and delivery of community based mental health, addictions, and family violence therapeutic counselling services; case management and providing crisis response. The MHAC is also a key referral agent and service provider for service users experiencing complex addictions, family violence, and psychiatric issues who may be referred for inpatient treatment or other services outside of the community.

The incumbent may be required to work on call and work a flexible schedule to ensure accessibility to members of the community. In addition, when a traumatic event occurs within the community or to an individual, the incumbent may be called upon outside of regular work hours.

RESPONSIBILITIES

1. Using wise and best practice models, the MHAC is responsible for providing a continuum of therapeutic counselling services for individuals, couples, families, and groups in the areas of mental health, addictions, and family violence. In addition, the MHAC completes screening and risk assessments for the purpose of informing and developing service plans.

- Provide culturally appropriate client-centered therapeutic counselling services in individual, family, or group formats within the Stepped Care 2.0 approach to service delivery using a treatment model or service delivery approach that best fits the client(s)' situation including, but not limited to, going out on the land; other Indigenous models of care based on relevant cultural beliefs, values and practices; home visits; solution-focused, cognitive-behavioral, narrative, developmental, systems, stages of change, motivational interviewing, and/or harm reduction.
- Provide aftercare and follow-up counselling, and to connect with family and community resources where appropriate, following in-patient treatment or hospitalizations related to substance use/misuse, family violence, or mental health/wellness (participate in discharge planning).



- Adheres to all CCP standards and NTHSSA Standard Operating Procedures in the provision of client care (including confidentiality/ privacy, sharing of information, client record keeping practices).
- 2. Provide comprehensive and culturally relevant mental health and wellness, substance use, and family violence case management and care coordination.**
 - Provide case management and case planning for clients living with issues related to mental health, addictions, and family violence.
 - Develop working relationships with other staff, Elders, and community agencies to ensure coordination of services.
 - In collaboration with other regional/ territorial CCP team members and community resources, conduct care coordination/planning involving necessary cultural/professional supports/services on a regular basis to connect individuals and families to their culture and community supports.
 - Make referrals where required.
 - Seek cultural knowledge wise practice initiatives and continually build a cultural knowledge base by attending culturally relevant activities and seeking out cultural mentors (i.e. community Elders, Knowledge Keepers, Traditional Wellness Workers etc.).
 - Provide consultation to physician(s) when determining need for a mental health related hospitalization and possible Medevac (i.e. for complex suicidal ideation).
 - Provide leadership and advocacy with clients in working with other agencies
 - 3. Conduct Suicide Risk Assessments, Homicide Risk Assessments and Mental Status Exams and provide recommendations regarding care and monitoring to clients who may be in Health Centers, referred by a third party, self-referred, walk-ins, etc.**
 - Remains up to date on wise practices within the fields of mental health, integrated person and family centered practice, school and community-based interventions and programming.
 - Remains up to date on school, community and regional resources and partner agencies.
 - 4. Conduct Family Violence Risk Assessments**
 - Remains up to date on wise practices within the fields of family violence and how to utilize the best practice approach of phased inquiry in family violence assessment.
 - Remains up to date current emergency family violence resources available across the NWT, including but not limited: emergency funding, family violence shelter supports available, how to arrange for emergency travel to a family violence shelter etc.
 - Arrange emergency travel to a family violence shelter.
 - 5. As the primary provider of mental health and addictions services within the Fort Smith Region, the incumbent will provide consultation and education to other**



NTHSSA staff members and departments within the Fort Smith Region and community agencies on mental health and wellness, substance user, and family violence.

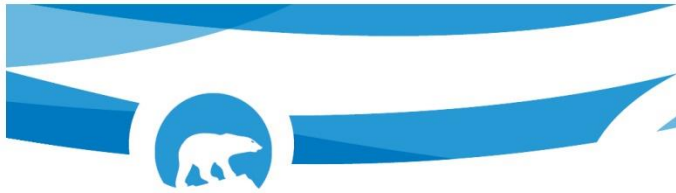
- Provide culturally appropriate community awareness and education. This includes but is not limited to providing presentations and/or workshops that raise awareness of mental health/wellness, substance use/misuse, and family violence/ healthy relationships within the Fort Smith Region.
- Collaborate with community service providers and organizations in prevention and wellness activities as relates to mental health/wellness, substance use/misuse, and family violence/ healthy relationships (i.e., going out on the land at the invitation of a community partner).
- Provide orientation and training on mental health/ wellness, substance use/ misuse, family violence/ healthy relationships to key stakeholders within the community (i.e., RCMP, Nurses, regional schools, Non-Government Organizations, Indigenous and community governments, etc.).
- Provide materials and expertise to community groups.

6. Contribute to the effective functioning of the CCP and enhancing program development, delivery and continuity of care.

- Complete documentation (including clinical session notes), referrals letters, letters of support, and other documentation as required in the format set out by the Territorial Operations, Mental Health and Community Wellness Team.
- Provide reports and case management notes to assist clients in understanding treatment protocols or treatment plans.
- Participate actively in community interagency meetings, especially as they relate to the socioeconomic environment with respect to emerging developments such as self-government and economic development and understand the impact of these developments on the well-being of individuals.
- Participate in program evaluation, data collection activities, and other program design and delivery initiatives.
- Evaluates therapeutic counselling and treatment outcomes to determine the best service for clients.

7. Crisis Response

- Complete critical incident debriefing sessions in response to community and regional crises that occur.
- Support community, regional, and territorial crisis responses if required and called upon. This may include supporting debriefs for first responders, family/ community members impacted by an unexpected loss, mass casualty events etc. At times, the Territorial Operations team may request support from CCP staff to assist in responding



to territorial crisis responses, resulting in a staff member supporting outside of their home region.

8. Performs other duties as required to achieve Governmental, Departmental or Authority strategic goals and objectives.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

Services are provided in a variety of settings including public community locations and service user's residences.

Sensory Demands

The incumbent will spend approximately 80% of the day providing direct counselling services requiring the use of the combined senses.

Mental Demands

Professionals providing MHAC services will repeatedly hear service user's traumatic stories (i.e., of abuse, neglect, multiple losses, family violence, addictions, etc.). A level of uncertainty in knowing what to expect while at work may be experienced as people in crisis are often unpredictable and can be abusive to those trying to help. As a result, there is legitimate concern about the risk of verbal and even physical assault.

Providing these services in small communities presents unique challenges in that the incumbent may have to deal with friends, neighbours, relatives or social acquaintances who are receiving services as well as victims and perpetrators on a day-to-day basis outside of work (i.e., at community functions, grocery store, walking down the street, etc.).

KNOWLEDGE, SKILLS AND ABILITIES

- An interest in and desire to work with service user's in a trauma-informed, culturally safe/ anti-racist, empathetic, strengths-based, identity-affirming, respectful, and consistent manner.
- Knowledge of Northwest Territories services and supports, as well as relevant legislation (Child and Family Services Act, Health Information Act, Mental Health Act).
- Knowledge and experience in the delivery of mental health services including direct, front line service delivery, assessment and treatment planning.



- Knowledge of various approaches to counselling (ie. to support addictions counselling, complex mental health issues, and family violence).
- Knowledge and skills in applying an integrated Stepped Care 2.0 approach to service delivery.
- Knowledge and skills working with a variety of approaches to psychotherapy, including Dialectical Behaviour Therapy, Cognitive Behavioural Therapy, Narrative Therapy, Motivational Interviewing, Solution Focused, etc.
- Knowledge and skills in working in an interdisciplinary manner to optimize wrap around service delivery.
- Knowledge of and ability to network with resources within and outside of the employing health and social services authority.
- Knowledge of the signs of violence, abuse, mental illness and addictions, as well as current trends and wise practices in addressing psychological outcomes.
- Ability to commit to professional development and increasing competencies.
- Ability to maintain awareness of the impacts of colonization and residential schools and to reduce barriers for service-users.
- Ability to provide consultative services to community partners.
- Ability to communicate with an interdisciplinary team and to recognize and competently and confidently respond to community and service-user needs.
- Ability to communicate clearly on a variety of subjects in plain language both written and verbal. Ability to reach sound decisions in times of crisis.
- Ability to work in a cross-cultural setting including with community members impacted by colonization and residential schools.
- Ability to organize, lead, and mentor others.
- Ability to work in small and large groups using project management and leadership skills, program planning and implementation skills, listening and verbal communication skills, facilitation and presentation skills, negotiation skills, team building and relationship building skills.
- Ability to be registered with a professional counselling certification body is an asset.
- Ability to operate word processing, internet, email, and other relevant programs.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

A Degree in social work, counselling, addictions counselling, or counselling psychology with three (3) years of relevant counselling experience in a scope of practice or experience restricted to youth mental health, addictions, mental health, and/or family violence.

Equivalent combinations of education will be considered.



ADDITIONAL REQUIREMENTS

Valid Driver's License Required

- ☒ Yes
☐ No

Position Security (check one)

- ☐ No criminal records check required
☐ Position of Trust – criminal records check required
☒ Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- ☐ French required (must identify required level below)
Level required for this Designated Position is:
ORAL EXPRESSION AND COMPREHENSION
Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
READING COMPREHENSION:
Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
WRITING SKILLS:
Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
☐ French preferred

Indigenous language: Select language

- ☐ Required
☐ Preferred