



IDENTIFICATION

Department	Position Title	
Justice	Psychologist	
Position Number	Community	Division/Region
82-6640	Hay River	Corrections / SMCC

PURPOSE OF THE POSITION

The Psychologist provides testing, assessment, treatment, counselling services and program delivery within established Acts, Regulations, ethical guidelines, best practices and standards to reduce the offenders' illicit behaviours through mental healthcare services.

SCOPE

Reports to the Warden at the South Mackenzie Correctional Centre (SMCC). Provides services to offenders as directed by the *Criminal Code of Canada*, *Youth Criminal Justice Act*, *Canadian Charter of Rights and Freedoms*, *NWT Corrections Act*, *Regulations Public Service Act*, *Access to Information Privacy Protection Act* and policies from the Corrections Service Directives and mental health guidelines. Provides consultative support services are provided to SMCC staff, Parole, Probation, and Courts to provide diagnosis for referrals, case management support, and coordination of programs.

The Psychologist provides services to 50+ employees within the facility, other divisions within the department from Correctional Health Services, Case Management, and Security. The Psychologist meets weekly on an individual basis with up to 25 offenders, with rotation of the average inmate population of 36 offenders and participates in up to 8 programs per year with 10 to 12 inmates per program while under Minimum-Medium security setting.

RESPONSIBILITIES

1. Accountable for offender counselling, assessments and referrals.

- Conducts psychological testing and assessments.
- Assess and diagnose offenders as referred by staff then recommends suitable intervention and follow-up or referral to a Psychiatrist.



- Accepts referrals from the Case Manager, Correctional Health Services or other staff and provides appropriate counselling and evaluation.
- Provide crisis intervention and conflict resolution services at the request of the Warden or case management staff.
- Provide monthly reports including the number of referrals received monthly and the number of offenders seen in and out of the institution.
- Research offenders' behaviour by consultation with family members and provide support for the family to strengthen the healing process.
- Evaluate and prepare progress reports on offenders for staff's daily interventions.
- Evaluate and prepare progress reports on offenders to support Parole and Probation decisions.
- Provide psychological services and support to inmates at the Fort Smith Correctional Complex and the North Slave Correctional Complex when required.
- Attend Court when required to provide program or assessment information.
- Develop professional interaction with offenders in both open and closed settings in order to maximize effectiveness of intervention.
- Provide a safe and secure custody of offenders within established guidelines, to ensure the safety of the offender, staff and society.
- Conduct and assist in critical incident stress debriefings.

2. Accountable for providing consultative support and advice to the Case Management Team, Probation Services, and Correctional Health Services.

- Provide consultative support to queries from Case Management, Probation Services, and Correctional Health Services in order to maximize offender treatment, reintegration and rehabilitation.
- Contributes to the development and implementation of case plans, evaluates the progress of offenders, and provides feedback and advice to other Corrections staff respecting the management of individual offenders.
- Maintain treatment files and client records in a format conducive to use as an addendum file to Medical Records.
- Participate in Case Management meetings, Penitentiary Placement meetings, and similar meetings.

3. Accountable for program support, program facilitation and instruction as identified by the Case Management team.

- Assess and screen individual offenders for program suitability.
- Deliver or aid in the delivery of required offender programming (i.e. one-to one Individualized Programming for sex offenders, Core Correctional programming).
- Lead and participate in a wide variety of activities and programs (discussion on sexuality, drug and alcohol counselling, etc.) providing opportunities for offenders to experience behavioural changes.



- Monitor and evaluate offender's progress and successes.
- Deliver programs to staff in the area of psychology and human behaviour as part of professional development initiatives.
- Identifies initiatives and participates in the development of facility/community based culturally relevant therapeutic programming to meet offender's dynamic needs.
- Liaise with community resources in support of offender treatment.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

The incumbent experiences exposure when engaged in direct counselling/intervention with the offenders.

Sensory Demands

The incumbent must use the combined senses of sight, smell and hearing to maintain awareness of their working environment.

Mental Demands

Threat of physical confrontation with offenders, who are high risk, who may be highly emotional or agitated due to mental, physical stress or under influence of substances, occurs approximately 1-2 times per month for a high degree of intensity.

The incumbent is required to interact with offenders and will be subject to details of criminal acts and emotions as described by offenders. Further, the incumbent works in a secure environment that is isolated by its nature, resulting in exposure to high-risk situations and the possibility of assault and injury. Incumbent may be subject to potential phone calls and unplanned contacts within the community from ex-offenders and their family members during off-duty hours.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge relating to psychological testing and assessments.
- Knowledge of consultative and referral process.
- Problem solving and decision making skills.
- Individual and group counselling skills.
- Assessment and referral skills.
- Ability to effectively communicate both orally and in writing.

- Ability to assess offenders and provide meaningful, understandable and useful advice to Case Management and Correctional Health Services.
- Ability to work in a diverse environment.
- Computer skills including use of Microsoft Operating Systems, MS Office, Internet and e-mail applications.
- Ability to acquire and apply understanding of pertinent section of *Access to Information and Protection of Privacy Act (ATIPP)* legislation.
- Ability to function in a team environment.
- Interpersonal skills.
- 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 relevant master's degree.

Job candidate must be eligible for registration as a Psychologist in the Northwest Territories.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Incumbent will be required to maintain a current NWT license to practice Psychology.

Position Security

- ☐ 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