



Employment Opportunity

Punjabi Community Health Services

Job Title: Case Manager, Addictions (Withdrawal Management)	Date Posted: January 28, 2025	Reports to: Supervisor, Addictions Program
Job Posting # CM-ADD-W-036/2024-25	Date Closed: Open until filled	Position Type: Full Time

About Organization:

Punjabi Community Health Services (PCHS) is a pioneering, nonprofit, charitable organization serving the diverse populations of Brampton for 34 years. Our services incorporate addiction support, mental health assistance, geriatric care, health promotion, domestic violence intervention, parenting support, settlement services, and programs for women, children, and youth. PCHS is renowned for its innovative community development efforts and Integrated Holistic Service Delivery Model. We hold accreditation from the Commission of Accreditation Rehabilitation Facilities (CARF) International and Imagine Canada, and we are sensitive to the 2SLGBTQ community.

Why Work at PCHS:

- 3 weeks' paid Vacation to start; 4 and 5 weeks after 3 and 4 years of continuous service
- 7 days' paid Personal Time
- Comprehensive Benefits package (special benefits for gym memberships and winter tires)
- Employee Assistance and Family Assistance Plan
- Various employer-paid training programs and professional development opportunities
- Develop and network through robust community and partner events
- Mileage reimbursement as applicable
- Free on-site parking
- Hybrid work model* (contingent on nature of work and location)

About Program:

Sahara Addictions Program provides assistance and support to clients and their families dealing with addictions challenges. The program focuses on supportive counselling, and outreach to increase access to additional community based services using various therapeutic approaches, guided self-change, relapse prevention, link to primary care if needed, follow up and after care. The goal is to have access to holistic supports that address the underlying factors leading to addiction. The Addictions Program accepts referrals from hospitals, community organizations, health practitioners, families, friends, or self-referrals.

About Position:

The Addictions Case Manager will support In-Home/Mobile Community Withdrawal Management Services in partnership with the Peel Addiction Assessment Referral Centre (PAARC). Under the supervision of a clinical supervisor, the Addictions Case Manager will conduct risk and safety

Employment Opportunity

Punjabi Community Health Services

assessments, supports and connects the client with the community's appropriate resources. Most work will be conducted in the community, visiting clients in their homes, at other organizations, various PCHS office locations, or at mutually-agreeable and safe locations within our geographic area. The Case Manager requires strong case management skills, group facilitation skills and supportive counselling skills to provide care both in-person and using virtual platforms.

Qualifications and skills required:

- University degree and or Community College Diploma in social services or related field;
- Must be a Registered Health Professional and adhere to standards of practice as per designated college
- Minimum 2 years related experience in direct service delivery to individuals with severe addiction issues
- Excellent knowledge of substance use and co-occurring issues
- Strong client engagement and case management skills
- Demonstrated ability to provide supportive counselling
- Awareness of the systemic issues of racism, oppression, poverty, and marginalization
- Knowledge of various philosophies regarding substance use, with a balanced approach
- Evidence of very sound assessment, organizational and prioritization skills with the ability to work well in stressful situations
- Understanding and knowledge of the diverse communities with an emphasis on the South Asian Community
- Demonstrated ability to be flexible and cope with ambiguity in the system
- Demonstrated ability to intervene effectively in clinical situations requiring the management of disturbed behaviour
- The ability to work with clients of diverse cultural and social backgrounds is necessary
- Consistent commitment to professional development
- Ability to work collaboratively and in partnership with a multidisciplinary team and other agencies in the community
- Demonstrated ability to use computer programs for data entry for assessments
- Proficiency in a second language would be an asset
- Certification in GAIN Q3 MI ONT is a strong asset
- Strong interpersonal skills, be able to work independently and within a team
- Ability to communicate effectively (written and verbal) including presentation skills
- Excellent working skills in MS Word, Excel, PowerPoint, internet and email
- Familiarity with Cloud technology and SharePoint will be an asset

Requirements:

- Must possess a valid Ontario Driver's License, have regular access to a reliable vehicle and provide proof of adequate vehicle insurance
- A satisfactory current Vulnerable Sector Screening (Criminal Record Check) report

Employment Opportunity

Punjabi Community Health Services

- Current CPR and First-Aid certification
- Vaccines (COVID-19 and others) are encouraged

Key Responsibilities:

- Engage with clients to conduct comprehensive assessments for substance use, emotional and mental health concerns and other social determinants of health
- Prepare treatment plans tailored to each client for substance use and emotional and mental health concerns
- Prepare goal plans that serve as a roadmap for clients to optimize their wellness and make referrals to appropriate resources
- Conduct risk and psychosocial assessments, using appropriately validated tools
- Engage in the functions of case management with clients to support their achievement of goals
- Facilitate group sessions
- Engage in individual supportive counselling sessions with clients
- Provide coordinated care to family members and significant others
- Engage with other service providers to optimize integrated care
- Positively participate in team meetings, supervision, case conference, service resolution meetings, planning meetings, and staff meetings
- Maintain current information of community resources
- Maintain thorough and timely documentation, files, related reports and data entry based on best practices and policies
- Maintain appropriate record-keeping/documentation and client files, statistical and outcome measurement tools as required by the Community Withdrawal Management Program and PCHS policies and procedures.
- Participate in agency and community committees and workgroups as requested by the program supervisor.
- Work effectively and collaboratively with program teams, internal and external to PCHS.
- Other related duties, as assigned.

Hours: Full time, 37.5 hours per week
(Some evenings and weekends work is required)

Annual Salary: \$60,000.00 - \$70,000.00

Position to commence: February 2025

Please submit your resume to the Hiring Committee at hr@pchs4u.com

Please add **Job Posting # CM-ADD-MH-036/2024-25** to the email subject line and cover letter.

Employment Opportunity

Punjabi Community Health Services

PCHS offers an attractive and rewarding work environment. We appreciate all applicants' interest, but only those under consideration will be contacted for an interview.

PCHS is committed to diversity in its workplaces and welcomes applications from all visible minority groups, women, Aboriginal persons, 2SLGBTQ, persons with disabilities, among other self-identified diverse groups.

We also provide accessible employment practices that comply with the Accessibility for Ontarians with Disabilities Act ('AODA'). If you require accommodation for a disability during any stage of the recruitment process, please notify Human Resources at hr@pchs4u.com