

Employment Opportunity

Job Title: Mental Health Counsellor (Brief)	Date Posted: October 31, 2025	Position Type: Part Time - 0.5 FTE
Job Posting # BMHC-038/2025-26	Date Closed: Open till filled	Reports to: Supervisor, Addictions Program

About Organization:

Punjabi Community Health Services (PCHS) is a pioneer, community-based, not-for-profit charitable organization that has been serving diverse populations for over 35 years. PCHS provides a wide range of culturally responsive services in the areas of addictions, mental health, geriatric care, health promotion, domestic violence, parenting, settlement, and support for women, children, and youth. PCHS is widely recognized for its innovative Integrated Holistic Service Delivery Model and has contributed to several community-based research studies. The organization is fully accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF) International and Imagine Canada, reflecting its commitment to quality and accountability. PCHS is also a 2SLGBTQ-sensitive organization, committed to equity, inclusion, and culturally appropriate care.

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 Days
- Comprehensive Benefits package (including coverage towards fitness 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

About Program:

Punjabi Community Health Services is pleased to partner with Canadian Mental Health Association Peel Dufferin (CMHA Peel Dufferin) and various agencies in the Peel Region, to offer services to the local community at the *new* Brampton based Homelessness and Recovery Treatment (HART) Hub.

HART Hubs are community-based care hubs designed to address mental health, addiction and housing needs for people experiencing homelessness. They provide integrated care, offering a wide range of services such as primary care, mental health services, addiction care and employment supports. With targeted community outreach and rapid referral pathways, HART Hubs aim to support individuals with complex needs, helping them recover, achieve housing stability, and inclusion.

Achieving our vision means we're recruiting people who are passionate about driving change and delivering evidence-based, responsive and affirming care that meet people where they are. Are you ready to join us?

About Position:

The Mental Health Counsellor (Brief) will deliver time-limited, client-centered counselling and case management supports to individuals experiencing mental health and addiction challenges. Using a stepped care approach, this role provides brief interventions, crisis response, assessment, and ongoing care coordination tailored to client needs. The Mental Health Counsellor will work collaboratively with multidisciplinary teams and community partners to facilitate recovery, support wellness, and ensure effective service navigation.

This role requires flexibility, cultural competence, and a trauma-informed lens to work effectively with diverse clients, including equity-deserving populations. The counsellor will also facilitate group sessions and contribute to program quality improvement initiatives.

Qualification, Experience and Skills:

- University degree or Community College diploma in social services, human services, mental health, or a related field
- Minimum two years' experience delivering direct services to individuals with mental health and addiction concerns, with a focus on brief counselling and case management
- Registration with a regulatory body preferred but not mandatory
- Demonstrated ability to conduct comprehensive assessments, develop individualized care plans, and provide crisis intervention and support
- Strong knowledge of community resources and ability to effectively link clients to appropriate supports and services
- Excellent verbal, written, and interpersonal communication skills with sensitivity to culturally diverse and equity-deserving groups
- Working knowledge and/or an understanding of various disciplines; including but not exclusive of mental health, substance use, harm reduction, newcomer challenges and barriers faced by those in marginalized populations.
- Knowledge of a variety of evidence-informed treatment modalities including motivational interviewing and trauma informed practices.
- Experienced at engaging in matters that require sensitivity and empathy across a diverse community, excellent judgement, and discretion; ability to operate with various frameworks including culturally sensitive, anti-racist, anti-oppressive, 2SLGBTQ+ affirming and intersectional.
- Proficiency in Microsoft Office and client data management systems (experience with Catalyst or CRMS an asset)
- Valid Ontario Driver's License, access to reliable transportation, and willingness to travel within service areas
- Current CPR and First Aid certification
- Demonstrated commitment to anti-oppressive, trauma-informed, and culturally safe practices
- Ability to work independently and as part of a multidisciplinary team

Requirements:

- A satisfactory Vulnerable Sector Screening (Criminal Record Check) is mandatory.
- A valid driver's license and access to a reliable vehicle with current insurance coverage.
- Current certification in CPR and First Aid- Level C with AED.
- Proof of vaccination (including COVID-19 and others) is encouraged.

Duties and Responsibilities:

- Receive and process client referrals from intake and other sources, supporting clients through screening, comprehensive psychosocial and risk assessments, and treatment planning using evidence-based tools and methods.
- Collaborate with clients to develop individualized, culturally appropriate, and evidence-informed care plans, including crisis and communication plans, aligned with recovery goals and stepped care principles.
- Deliver time-limited, brief counselling interventions using trauma-informed, harm reduction, and anti-oppressive frameworks tailored to client needs.
- Provide ongoing case management, including monitoring client progress, conducting regular reassessments, updating risk levels, and coordinating referrals to specialized services and community resources.
- Facilitate therapeutic and psychoeducational groups, including the development of group materials and acting as a back-up facilitator when needed.
- Respond effectively to crisis situations by providing immediate intervention or appropriate referrals to crisis services, utilizing de-escalation techniques as necessary.
- Maintain professional boundaries and foster positive, respectful relationships with clients, adhering to relevant ethical codes and confidentiality standards.
- Participate actively in multidisciplinary team meetings, clinical supervision, and case conferences, contributing clinical expertise and collaborative care planning.
- Maintain accurate, timely, and comprehensive client records and documentation in electronic and written formats, ensuring compliance with agency policies, legal guidelines, and data management systems.
- Advocate for clients by informing them of their rights, confidentiality policies, and treatment options while promoting client choice and empowerment.
- Support organizational goals by participating in program development, quality improvement initiatives, committees, community education, and agency events.
- Work collaboratively with internal teams and external community partners to enhance service accessibility and client outcomes.
- Comply with occupational health and safety policies and participate in mandatory training and professional development activities.

Hours: Full Time, 12 hours rotational shifts (Some evenings and weekends work required)

Hours for HART Hub: 10:00 am – 10:00 pm, Monday to Sunday (no bed services at this location)

Onsite Work: Roles will be on-site, or community based.

Employment Opportunity

Position to commence: November 2025

Salary Range: \$65,000 to \$70,000 annual based on 1 FTE hours

Part time salary range is \$32,500 to \$35,000

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

Please add Job Posting # BMHC-038/2025-26 to the email subject line and cover letter.

PCHS offer an attractive and rewarding work environment. We appreciate the interest of all applicants, 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, LGBTQ, persons with disabilities among other self-identified diverse groups. We also provide accessible employment practices that are in compliance 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