

Employment Opportunity

Punjabi Community Health Services

<p>Job Title: Addictions Case Manager – Bridging Addictions Program (BAC)</p> <p>Job Posting # CM/Add-BAC-019/2022-23</p>	<p>Date Posted: July 21, 2022</p> <p>Date Closed: August 2, 2022</p>	<p>Reports to: Manager –Addictions Program</p> <p>Position Type: Full Time Contract (Maternity Leave – 10 Months till June 2023)</p>
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About Organization:

Punjabi Community Health Services (PCHS) is a pioneer community based not for profit, charitable organization. PCHS has been fulfilling the needs of the diverse populations for 32 years by providing services in the areas of addictions, mental health, geriatric, health promotion, domestic violence, parenting, settlement and services for women, children and youth. PCHS has several research studies to its credit and recognized as an innovative organization for community development and its Integrated Holistic Service Delivery Model. PCHS is accredited by Commission of Accreditation Rehabilitation Facilities (CARF) International and Imagine Canada. PCHS is a 2SLGBTQ sensitive organization.

About Position:

This position will work in partnership with CMHA Peel Dufferin, PAARC and WOHS to expand current Substance Abuse Treatment programs. This expansion increases the system’s ability to intervene through timely, high quality, integrated, person directed, culturally appropriate counselling and treatment services.

Addictions Case Manager will provide initial and ongoing assessment, treatment planning, brief intervention, supportive counselling to assist the individual to develop skills to manage substance abuse and related problems. Services will be provided in individual, family and group format. Activities will include addictions treatment, family intervention, relapse prevention, follow-up and aftercare. Clients of health links who are waiting for community addiction treatment, being discharged from the William Osler Health System’s Withdrawal Management Services will be provided with culturally and linguistically supportive counselling in a timely manner with the view to ensure continued care.

Qualification, Experience and Skills:

- University Degree or College diploma in a health services field is required.
- Registration with Regulatory Body is preferred.
- Preferred 2 years of experience in related field, or a combined equivalent of education and experience
- Demonstrate understanding of the concepts of a client-centred approach and to create a safe space for the application of Integrated Holistic Service Delivery Model
- Demonstrate knowledge about addiction treatment services and available community resources in Ontario Health region
- Proficient computer skills including MS Office and Outlook

Punjabi Community Health Services

- Proven knowledge and skills in assessment, care plan development, case management and supportive counselling
- Familiarity with the Drug Addiction Treatment Information System (DATIS), GAIN Q3-MI, and CATALYST is an asset
- Familiarity with Cloud technology and Share-Point is an asset
- Familiarity with Commission of Accreditation Rehabilitation Facilities (CARF) International standards is an asset
- Excellent oral and written communication, organizational and problem solving skills
- Languages preferred – Punjabi, Hindi, Urdu, Tamil in addition to English
- Current CPR/First Aid certification
- Ability to work independently, as well as with multi-disciplinary teams, both internally and externally
- A valid Canadian driver's license, access to reliable vehicle and insurance and has the ability to travel within the Central West LHIN or adjacent regions as required
- A satisfactory Vulnerable Sector Screening (police record check) report

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
- Current CPR and First-Aid certification
- Vaccines (COVID-19 and others) are a job requirement unless you have an exemption on a medical ground under the Ontario Human Rights Code.

Key Responsibilities:

- To work collaboratively with WOHS, CMHA Peel Dufferin, and PAARC to ensure coordination, as well as responsiveness and accessibility of addiction counselling to clients of Health Links and those who are discharged from the William Osler Health System's Withdrawal Management Service
- Establish a supportive relationship with clients and their support systems/family members
- Develop a care plan in collaboration with the client and their significant others, Health Links, and or other community and health care partners, considering the social determinants of health
- Provide on-going supportive counselling, and appropriate referrals
- Consult, advocate and liaison with community resources and agencies to assist clients in achieving their goals
- Conduct risk and psychosocial assessments using validated tools
- Focus on client engagement and retention
- Consider the issues and needs of the whole family, including partners and children

Employment Opportunity

Punjabi Community Health Services

- Maintain appropriate record-keeping/documentation and client files, statistical and outcome measurement tools as required by PCHS policies and procedures
- Attend and actively participate in team meetings, other client related meetings and program meetings as required
- Assist with the development, implementation and evaluation of the program
- Other related duties as assigned

Organizational Responsibilities:

- Actively contribute to the mission, vision and values of PCHS
- Follow the organizational Code of Ethics
- Adhere to the policies and procedures of your program(s) and organization
- Perform the duties outlined in this job description
- Contribute in a positive way to the overall success of the program and organization
- Participate in the establishment of program goals and objectives and set service priorities based on it
- Demonstrate a positive and professional attitude when representing the organization in the community
- Actively encourage the involvement and empowerment of clients/ survivors
- To follow the direction of the Joint Health, Safety & Wellness Committee in compliance with the Occupational Health and Safety Act (OHSA)

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

Position to commence: August 2022

Please submit resume by August 2, 2022 to the Hiring Committee at: hr@pchs4u.com

Please add Job Posting # CM/Add-BAC-019/2022-23 to the email subject line and cover letter

PCHS offers 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