



Clinical Counsellor

Employment title: Clinical
Counsellor
Service: Clinical

Last update: July 2019
Immediate supervisor: Facility Director
Hours per week: 37.5 hours

JOB SUMMARY

Under the authority of the Facility Director, the Clinical Counsellor participates in the development of resident treatment plans, facilitates group processes and maintains clinical files. This role also applies education techniques of the therapeutic community in daily life, organizing, coordinating and leading activities including group facilitations to ensure learning and the acquisition of attitudes and appropriate behavior in order to rehabilitate successfully within society.

DESCRIPTION OF RESPONSIBILITIES AND TASKS

- Ensure that the quality of care provided is appropriate and consistent with the policies and procedures within the organization;
- Development and documentation of resident's treatment plan utilizing a multi-disciplinary team and the tools of therapy;
- Facilitate assigned groups and meetings;
- Participation in all community meetings;
- Participation in case conferencing;
- Learn and role model the 21 competencies of the Portage Program;
- Oversee daily routines of program participants and facilitate therapeutic programming;
- Accurate completion of log books, incident/behavioral reports as necessary and all applicable shift paperwork;
- Provide council and support to program residents;
- Behavioral intervention as necessary;
- Learn, adhere and remain up to date on all policies and procedures of the organization;
- Perform other related duties.

EDUCATION/EXPERIENCE

- Hold a college diploma in Child Care and Addictions or a university degree in the social sciences (or in the process of completing it); or Relevant experience with the drug addiction clientele in a community setting or therapeutic community;
- Possess ICADC certification (Canadian Federation of addiction counselors (CACCF) (desirable);
- Have 1-2 years' experience in a similar position (desirable);
- Clear Vulnerable Records check- to be completed upon interview
- Valid Driver's Licence
- Knowledge of Microsoft Office: Word, Excel, Outlook, PowerPoint;
- Have experience in intervention and crisis management;
- Have demarcated skills in interpersonal relationships and teamwork.

*****INTERESTED? WANT TO KNOW MORE? PLEASE SEND US YOUR RESUME BY EMAIL *****

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