

Employment Opportunity

The Salvation Army Ontario Central East Division

Position Title:	Addiction Counsellor for Stabilization Program	Competition #:	3/17
Ministry Unit:	Ottawa Booth Centre	Position Type:	Full time
Salary Range:	\$20.53 (uncertified) or \$22.16 (certified)	Date posted:	January 20, 2017
City:		Posting Expires:	February 2, 2017
Applications Accepted By:			
Fax or E-mail: (613) 241-2818 or jobs@ottawaboothcentre.org Attention: Employee Relations Department Please no phone calls.		Mail: Employee Relations Department 171 George St., Ottawa, ON K1N 5W5	
Position Description			
<p>JOB PURPOSE</p> <p>Assist the client in his recovery process by providing him with information, support, and insight through individual treatment planning and monitoring the clients progress towards mutually determined goals.</p> <p>EXPECTATIONS & TASK LIST</p> <p>PROGRAM EVALUATION</p> <ul style="list-style-type: none"> • Participates in the development and implementation of program content and policies • Participates in the program evaluation <p>Group Work (Using the CRA Model) Facilitates group sessions as scheduled in the following program components:</p> <ul style="list-style-type: none"> • One to One Counselling Sessions • Life-skills Classes • Cognitive Restructuring Classes • Anger Management Classes • Mood Monitoring Classes • Emotional Health Classes • Relationship Skills Classes • Relapse Prevention Classes <p>Individual Counselling (Using the CRA Model)</p> <ul style="list-style-type: none"> • Completes screening and assessments of potential clients, determining suitability to the Anchorage program or, when necessary, referral to other more appropriate programs • Incorporate information obtained through the assessment process and comprehensive treatment/recovery plan to inform the counselling approach • Establish a helping relationship with the client, characterized by warmth, respect, genuineness, concreteness and empathy • Offers counselling to clients / candidates in crisis and makes referrals to other resources as required • Assumes an assigned caseload, as primary addictions care giver, using a case management system 			

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- Records in log and case notes in an accurate and clear manner, shares at case management sessions any observations and information regarding each client's progress
- Support clients in the further development of treatment /recovery plans

Spiritual Guidance

- Attends daily devotions and chapel services in support of clients
- Supports spiritual guidance to clients in accordance with the Anchorage Mission Statement and Statement of Counselling Philosophy

Community Relations

- Provides liaison with outside service agencies such as Correctional Dept., Detox, Lawyers, etc.
- Provides program information to inquiring agencies, professionals, and applicants

Program Support

- Facilitate client accountability and complete discharges when necessary
- Administration, ordering and documentation of client medications
- Updates data base with client information for statistical purposes
- Administers toxicology tests to clients
- Administers to a variety of client requests and maintains records on such requests (e.g.) clothing vouchers
- Organizes / participates in certain program functions such as outings, graduations, fundraisers, etc.
- Ensures documentation is complete, accurate, and up to date

QUALIFICATIONS

- Clear Police Reference Check for Vulnerable Sector Screening is required
- Completed relevant undergrad university degree (eg Social Work, Clinical Counseling, Addictions)
- Current certification with the CACCF or the ability to obtain certification within 6 months of hiring
- Experience working with a marginalized population as an addictions counsellor within the last 5 years
- Ability to meet core competencies for the position of addictions counselor as outlined by the Champlain LHIN
- Proven skill in the use of motivational interviewing and other cognitive behavioral therapies
- Experience in the delivery and or development of psycho-educational programming and therapeutic groups.
- Ability to recognize and work within professional and personal limitations and boundaries
- Proven ability to work successfully in a team environment
- Bilingualism is an asset

SALARY: \$20.53 (uncertified) or \$22.16 (certified) per hour / 40 hours per week

HOURS OF WORK: Monday to Friday 8:00am – 4:30pm

The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.

We thank all applicants, however, only those candidates to be interviewed will be contacted.

Internal Applicants, please advise your managing supervisor of your intentions prior to submitting your application.

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