

Employment Opportunity

The Salvation Army Ontario Central East Division

Position Title:	Addiction Counsellor for Stabilization Unit	Competition #:	46/18
Ministry Unit:	Ottawa Booth Centre	Position Type:	Full time position
Salary Range:	\$21.26 (uncertified) or \$22.95 (certified)	Date posted:	September 11, 2018
City:		Posting Expires:	September 17, 2018
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			
JOB PURPOSE Assist clients in their recovery process by providing them with information, support, and insight through individual treatment planning and monitoring the client's progress towards mutually determined goals.			
EXPECTATIONS & TASK LIST			
PROGRAM EVALUATION			
<ul style="list-style-type: none"> • participates in the development and implementation of program content and policies • participates in the program evaluation 			
Group Work (Using the CRA Model)			
Facilitates group sessions as scheduled in the following program components:			
<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 			
Individual Counselling (Using the CRA Model)			
<ul style="list-style-type: none"> • completes screening and assessments of potential clients, determining suitability to the Anchorage program, or when necessary, provide referral to other more appropriate programs • incorporates information obtained through the assessment process and comprehensive treatment/recovery plan to inform the counselling approach • establishes 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 data in log and in case notes; in an accurate and clear manner
- shares at case management sessions any observations and information regarding each client's progress
- supports 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

- facilitates 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) or relevant work experience
- current certification with the Canadian Addictions Counsellors Certification Federation (CACCF) or the ability to obtain certification within 6 months of hiring
- experience within the last 5 years working as an Addictions Counsellor with a marginalized population
- 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 (French and English) essential

SALARY: \$21.26 (uncertified) or \$22.95-\$23.42 (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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