



JOB POSTING

Position Title:	Team Lead - Department Operations
Classification:	Coordinator Level 1
Department:	Family, Community Health & Harm Reduction
Reporting to:	Manager, Harm Reduction
Type:	Full Time Term (35 hrs/week) ending March 31 st , 2022 Schedule: Monday to Friday with rotating evening & weekend coverage required
Salary Band:	\$34.48 - \$41.54 per hour based on 35-hour week
Reviewed:	May 2021
Reviewed by:	Manager, Harm Reduction
Circulation:	INTERNAL/EXTERNAL
Submission:	Bamboo
Deadline:	Friday May 21st, 2021 at 12:00 PM EST

BACKGROUND

Somerset West Community Health Centre (SWCHC) is a multidisciplinary agency offering a diverse range of programming to promote health and social well-being among community members. Priority is given to individuals with unique needs, including single parent families, those who are financially insecure, new Canadians, and persons coping with various disabilities. SWCHC's many services include Primary Health Care, Mental Health Counselling, Seniors Outreach, Medical and Social Services Walk-in, Acupuncture, After School Children and Youth Programs, Head Start Nursery and Preschools, and Outreach to Rooming Houses.

SWCHC's Harm Reduction Department includes the following: Needle Exchange and Safe Inhalation program (NESI), the Consumption and Treatment Service (CTS), Opioid Agonist Treatment service (OAT), Safe Supply project (SS) Drug Overdose Prevention and Education project (DOPE), the Peer Harm Reduction Worker project, and currently various COVID related initiatives including the Homeless Crisis Outreach Workers project (HCOW), the Tom Brown Respite Centre partnership, and COVID related care coordination and response.

JOB SUMMARY

The growth of the Harm Reduction Department in the midst of multiple declared health crises of Overdose, Homelessness and COVID-19, has resulted in the need for a Team Lead position that will provide targeted support to department-wide initiatives as well as onsite service coordination. Some department-wide initiatives include but are not limited to: electronic health record optimization; new employee recruitment, onboarding and training; cross-team collaboration and coordination support; process, protocol and policy development and improvement; change management; systems change implementation; and report writing. Onsite service delivery coordination will include coordinating daily operations including care planning, care delivery, coordination of emergent client care needs between services, as well as immediate staff support and coverage needs.

This role will also include cross-coverage for other parts of the Harm Reduction Program as needed.

Qualifications:

- Registered Nurse, Registered Practical Nurse, or equivalent healthcare expertise and experience

- Priority: lived or living expertise in substance use an asset
- Priority: identifying as member of Black, Indigenous, Persons of Colour (BIPOC) community an asset
- Priority: preference given to those with Baccalaureate Degree in Nursing with Current registration College of Nurses of Ontario (CNO) and Professional Liability Protection (PLP)
- Minimum 3-5 years experience in mental health & addictions with preference given to candidates with harm reduction experience
- Demonstrated understanding of and commitment to the principles of harm reduction
- Knowledge of clinical presentations and therapeutic responses for individuals experiencing trauma, concurrent disorders and homelessness
- Familiarity with a range of harm reduction service types, including outreach, health promotion, drop-in, case management, supervised consumption, and clinic-based services.
- Basic knowledge of COVID-19 safety and health standards and regulations
- Previous experience responding to emergency or outbreaks would be advantages
- Good organizational and leadership skills
- Excellent communication and interpersonal skills
- Ability to bring teams together in a collaborative manner and support on-going cohesiveness in a complex and dynamic environment.
- Commitment to the principles of health equity, inclusion and anti-racist/anti-oppressive practice
- Good analytical and problem-solving abilities
- Able to take initiative and work independently as well share leadership with co-leaders on shared areas of responsibility
- Ability to develop and use metrics to monitor progress towards goals and vision
- Ability to understand and respond to grant and funding applications including metrics, target setting and budgets
- High level of computer literacy
- Must be available to work occasional evenings or weekends as required
- Successful completion of police record check for vulnerable populations

Linguistic Profile:

- English, spoken and written required
- French or other languages considered an asset

If interested, please submit a cover letter and resume by **Friday May 21st, 2021 at 12:00 PM EST to: <https://swchc.bamboohr.com/jobs/view.php?id=324>**

If at any stage in the selection process you require special accommodation, please let us know the nature of the required accommodation.

Somerset West Community Health Centre is an equal opportunity employer who values the diversity of individuals in our programs and services.

Due to the high volume of applicants, we can neither confirm receipt of nor respond to inquiries regarding your application. Only candidates selected for an interview will be contacted.