



OTTAWA SALUS CORPORATION
INTERNAL/ EXTERNAL JOB POSTING

Position:	Evening Residential Coordinator / Evening Rehabilitation Worker
Number of Position(s):	One (1)
Position Type:	(1) Permanent Full Time Unionized position (35 Hours/Week: Monday to Friday, 4 evenings (3pm to 11pm) and one day (10am to 6pm). 0.5 Evening Rehabilitation Worker and 0.5 Evening Residential Coordinator.
Language:	English Required.
Posting Date:	March 6, 2023
Closing Date:	Internal: March 13, 2023 External: March 20, 2023
Start date:	As soon as possible
Reports to:	Program Manager
Location:	111 Grove Avenue, Transitional Rehabilitation Housing Program (TRHP)

Job Summary:

The Residential Coordinator is responsible for the operational management of the group home (50% of the position) and for the provision of client-centered support and rehabilitation in a residential setting that will foster a higher level of independent functioning for persons with a severe and persistent mental illness (50% of the position).

Areas of responsibility of this position include, but are not limited to, the following:

Duties Summary:

Residential coordinator (50% of position)

- Co-coordinating the day-to-day operations of the residence
- Provide residential support to group home residents
- Equipment purchase, upgrading/repair & staff orientation to equipment
- Monitoring maintenance, repair and fire systems in group home
- Fulfilling team and other responsibilities
- Participate in life long learning

Rehabilitation Worker (50% of position)

- Responsible for the provision of client-centered support and rehabilitation in a residential setting. Provide supportive counseling and/or crisis intervention to clients/tenants whenever necessary.
- Provides life skills teaching, basic counseling and early identification of changes in resident's health status.
- Assists clients in developing an individualized recovery plan.
- Helps with meal planning and household chores.
- Be knowledgeable and up-to-date on all policies and procedures pertaining to emergency, crisis situations and risk management.
- Document as needed in logbook, client files, incident reports, etc.
- Collaborate with the different partners to better support the clients.
- Carry out supervision and monitoring as requested by hospital treatment plans.
- Facilitate groups.

Qualifications:

- Bachelor's Degree in Social Work, Psychology, Social Sciences or equivalent

- educational background in a related discipline
- Two years experience in the mental health field
- One year experience working in a residential group home setting
- Training in CPR, CPI, Psychiatric Rehabilitation, Concurrent Disorders, ASL and LSQ is an asset

Suitability Profile:

- Displays values and attitudes in keeping with the helping professions (respect, sensitivity, caring and support towards a diverse population) and in particular, a belief in the rights of persons with psychiatric disabilities.
- Understand and demonstrates in practice, confidentiality.
- Demonstrates sound judgement and common sense in decision making and in professional approaches to the work. Demonstrates an ability to work in a team as well as an ability to take independent action and initiative in the job.
- Shows a commitment to work.
- Demonstrates creativity and intelligence.
- Adopts a positive and optimistic view of others and demonstrates the ability to resolve workplace conflict with his/her manager and colleagues.
- Manages stress related to work environment.
- Demonstrates ability to resolve operational difficulties that arise.

Knowledge:

- Demonstrates knowledge of computer systems and software.
- Demonstrates specific knowledge of health issues and of social problems associated with psychiatric disabilities and the impact of Mental Illness on functional capacity.
- Demonstrates knowledge of Psycho-social Rehabilitation Principles.
- Demonstrates knowledge in the areas of teaching and coaching, specifically, knowledge around modifying teaching style based on clients learning skills and strength.
- Knows community and health resources in the region, including those related to housing, recreation, finances, transportation, vocation, and training.
- Has knowledge of Group Dynamics theory and practice.
- Has mastery of principles of Client-Centered practices.
- Demonstrates knowledge of the forensic system.
- Demonstrates knowledge of concurrent disorders.
- Demonstrates understanding of:
 - Crisis intervention and prevention
 - Suicide prevention and intervention

Pre-Hiring Requirement

- Academic certificates
- Criminal reference check (Vulnerable Sector Screening)
- Eligible to work in Canada.
- Proof that the successful candidate has received both doses of a Health Canada approved COVID 19 vaccine at least 14 days before the first day of work, subject always to Ottawa Salus' duty to accommodate under the Ontario Human Rights Code.

Language Requirement:

The successful candidate must be able to speak and write proficiently in English. Bilingualism in English/ French is considered an asset.

Salary range:

As per the Collective Agreement (\$27.48 to \$31.41 per hour).

Why Work at Ottawa Salus?

Salus has a proven record of successfully supporting clients with serious and persistent mental health and substance use health issues to live their best possible life. Regardless of their role in

the organization, our staff are passionate about their work and supporting clients on their journey to recovery. They know they have an impact on their client's lives and consistently report that working here is a fulfilling experience. If you are someone that wants to make the world a better place and bring hope to others, you will love working here.

We offer all these benefits and many more including:

- generous Health benefits and pension plan (HOOPP)
- compressed work week
- paid vacation days
- a friendly team who create a great work environment

Application instructions:

If you wish to apply for this position, please send your resume and cover letter as a single document by email to HR@salusottawa.org with the subject heading "**Evening Residential Coordinator 032023**" by 4.30pm on **March 20, 2023**. (As per the collective agreement, the deadline for internal candidates is March 13, 2023).

While we thank all applicants for their interest, only those selected for an interview will be contacted.

Ottawa Salus is an equal opportunity employer and values diversity in its workforce. Do not hesitate to contact us if you require alternative arrangements to submit your application. Candidates requiring accommodation during the interview process should advise in advance.