



## IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Child, Youth and Family Counsellor	
Position Number(s)	Community	Division/Region(s)
47-12754	Inuvik	Mental Health & Addictions Services/Beaufort Delta

## PURPOSE OF THE POSITION

As a member of the Primary Community Care Team, the Child, Youth and Family Counsellor is responsible for providing comprehensive mental health, addictions, and family violence services for the residents of Inuvik and surrounding communities. Services are provided in accordance with the NWT Mental Health Act, Child and Family Services Act, Protection against Family Violence Act, Mental Health and Addiction Services Framework and Action Plan, and the NWT Community Counselling Program Standards. Services are intended to help improve the mental health and well-being of residents and their community.

## SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłıchǵ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-aboriginals. Health and social services includes the full range of primary, secondary and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.

While the Tłıchǵ Community Services Agency (TCSA) will operate under a separate board and Hay River Health and Social Services Agency (HRHSSA) will in the interim, the NTHSSA will set clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. Service Agreements will be established with these boards to identify performance

requirements and adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.

Under the direction of the Minister of Health and Social Services, the NTHSSA is established to move toward one integrated delivery system as part of the government's transformation strategy.

This position reports directly to the Regional Clinical Supervisor, Mental Health and Addictions, with functional input from the Regional Supervisor, Community Wellness. Located in Inuvik, the Child, Youth, and Family Counsellor is a key member of the Primary Community Care Team (PCC) providing direct, community based, culturally sensitive, mental health, addictions, and family violence counselling services for children, youth and their families. These services include but are not limited to: prevention and promotion initiatives; planning and delivery of community based mental health, addictions, and family violence therapeutic counselling services; case management; and providing crisis response, supported living, consumer self-help and vocational/education services. The Child, Youth, and Family Counsellor are also a key referral agent and service provider for complex addictions, family violence, and psychiatric clients who may be referred for inpatient treatment or other services outside of the community.

The Child, Youth, and Family Counsellor operates within a philosophy of education, prevention, therapeutic counselling, out-patient-treatment, and aftercare, to minimize the negative physical, mental, social and emotional impacts of addictions, family violence, mental illness, and trauma through providing clients with the tools, support, and therapeutic venue required to achieve and maintain the highest level of mental health that is possible for the individual. This involves having the skills to work with various cultural groups and all members of the population (children, adolescents, adults, and elders). The incumbent works collaboratively with the Primary Community Care Team. As a part of this team they are the key provider of a full range of mental health, addictions, and family violence counselling services.

As a member of the Community Counselling Program, the Child, Youth, and Family Counsellor plays an important role in ensuring that clients' needs are met by providing appropriate screening, intake, assessment, mental health, addictions, and family violence counselling, treatment services, planning, and aftercare.

This position impacts on community health and well-being through increased awareness and treatment of mental health, addictions, and family violence issues, reduction of suicides and alcohol related death and illness, as well as the reduction of family breakdown through prevention, therapeutic counselling, and crisis intervention. By providing mental health, family violence, and addictions treatment within the community fewer individuals will need to be referred out of the community reducing costs overall.

## **RESPONSIBILITIES**

- 1. Using a Best Practices model, the Child, Youth, and Family Counsellor is responsible for, independently and as part of the Primary Community Care Team, providing a continuum of therapeutic counselling services for individuals, groups, and families, in the areas of mental health, addictions, and family violence.**
  - Conduct screening, intake, and bio-psycho-social assessment protocols with various client groups including, children, adolescents, adults, elders, and families, for a variety of conditions and disorders including, but not limited to addictions, Diagnostic and Statistical Standards Manual of Mental Disorders Fourth Edition (DSM-1V) (i.e. depression, anxiety, post-traumatic stress disorder, schizophrenia), family violence (including work with victims, offenders, and the Justice system), trauma, impact of residential schools, FASD, concurrent disorders, victims of sexual/physical assault, problems with work, school, family or other important areas of function and other problems causing distress.
  - Provide short and long-term out-patient treatment through client centered therapeutic counselling services in individual, family, or group formats using a treatment modality that best fits the client(s) situation including, but not limited to, solution-focused, cognitive, behavioral, family systems, stages of change, motivational interviewing, harm reduction, and/or art and play therapy models.
  - Provide aftercare and follow-up counselling; following in-patient treatment for addictions, family violence, or mental health/addictions related hospitalization (participate in discharge planning). This may also include medication monitoring, regular checks on clients and ongoing therapeutic counselling.
- 2. The Child, Youth, and Family Counsellor is responsible for, independently and as part of the Primary Community Care Team, providing comprehensive mental health, addictions, and family violence case management services.**
  - Take a lead role in case management and case planning for mental health, addictions and/or family violence clients. This includes taking a lead role on the Primary Care Team in service planning for clients with mental health, addictions, and family violence issues.
  - Conducts care coordination/planning involving necessary professionals/traditional healers/services on a regular basis.
  - Make referrals where required (note: This includes making all the arrangements both within and outside of the community for travel and admissions to hospitals)
  - Provide consultation to physician when determining need for hospitalization and possible Medevac for mental health issues.
  - Provide leadership and advocacy with clients in working with other agencies.
- 3. The Child, Youth, and Family Counsellor is responsible for contributing to the effective functioning of the Community counselling Program (CPP) and enhancing program development, delivery and continuity of care.**
  - Complete documentation, clinical notes, referral letters, and other documentation as required in the format set out by the NTHSSA.

- Provide reports and case management notes to assist clients in understanding treatment protocols or treatment plans.
  - Participate actively in community interagency meetings, especially as they relate to the socioeconomic environment with respect to emerging developments such as self-government and economic development and understand the impact of these developments on the well-being of individuals.
  - Participate in program evaluation, data collection activities, and other program design and delivery initiatives.
  - Evaluates therapeutic counselling and treatment outcomes to determine the best service for clients.
- 4. As the primary provider of Child, Youth, and Family Counselling Services within the Beaufort-Delta Region the incumbent is the primary consultant and educator of the Primary Community Care Team and other community agencies (Community Wellness Workers, CSSW's, Probation, Physicians, Justice Committee's, RCMP, Nurses, Teachers, CHR's, Homecare, Band Councils, Non-Government Organizations, etc.) on mental health, addictions, and family violence issues.**
- Provide community awareness and education. This includes but is not limited to providing presentations and/or workshops that raise awareness of relevant mental health, addictions and family violence issues within the community.
  - Work in partnership with the Community Wellness Workers in providing education sessions to professionals.
  - Provide orientation and training on mental health, addictions, and family violence to key stakeholders within the community (i.e. RCMP, Nurses, Schools, Non-Government Organizations, Band Councils, etc.).
  - Provide materials and expertise to community groups.
- 5. Child, Youth, and Family Counsellors are responsible for working collaboratively with the Medical Social worker, conducting suicide risk assessments and Mental Status exams and providing recommendations regarding care and monitoring to clients who may be in RCMP cells, Hospital, Health Centers or referred by any third party.**
- Complete screening and risk assessment for suicide and violence and mental status with all client groups and individuals. Prioritize and identify community and regional resources for each client in crisis. From time to time the incumbent may be required to act as a psychiatric escort.
  - Make referrals where required (note: This includes making all the arrangements both within and outside of the community for travel and admissions to hospitals)
  - Provision of coverage to the medical social worker as directed by supervisor.
  - The incumbent is required to be part of an on-call rotation for response to afterhours mental health services.

## **WORKING CONDITIONS**

### **Physical Demands**

There are no regularly re-occurring physical demands on the incumbent that are unusual or unavoidable (i.e. the majority of the services are provided within an office, classroom or nursing station).

### **Environmental Conditions**

The majority of mental health and addictions services are provided within an office/clinic setting (i.e. office, classroom, nursing stations, etc.). However from time to time services will be provided in remote locations (i.e. client home, coffee shop, etc.). In these situations, the incumbent may be required to walk to and from the different locations where s/he will be experience variety of weather conditions. The severity of Arctic temperatures requires a period of adjustment, but with proper preparation does not cause undue hardship. The Child, Youth, and Family Counsellor occasionally work with mandated clients (probation, social services) and others that may present as dangerous and unpredictable.

As a result of living in Inuvik, and servicing communities within the Beaufort-Delta Region, the incumbent may be required to travel on small planes and/or ice roads.

### **Sensory Demands**

The incumbent will spend approximately 60% of the day providing direct counselling services and 20% of the day providing indirect counselling services such as case consultations with teachers, parents, social workers, and nurses. This requires the use of the combined senses of touch, sight, smell and hearing during assessment and provision of counselling services. This involves the use of the whole self (self is the tool in counselling) to tune into the client's message through verbal, non-verbal and other conflicting messages. The incumbent must be constantly aware of the client's physical and emotional needs (mood, hygiene, etc.) when screening and providing for mental health/addictions assessment and treatment services.

In dealing with clients who are working through experiences of childhood and adult trauma, it is necessary to listen to their words as well as their tone of voice, timbre of voice, and body language, as it is not unusual for 'flashbacks' and dissociation to occur, sometimes without the client being aware of it, making it necessary for the Child, Youth, and Family Counsellor to reorienting the client prior to ending the session.

In working with children, who often communicate through symbolism and metaphor, it is necessary to be attuned to the various ways children communicate their thoughts, feelings, and needs including body language, play, stories, energy level, tone of voice, and other verbal and non-verbal cues.

The incumbent will spend 20% of their day on administrative duties within an office setting, which will include working on a computer terminal.

## **Mental Demands**

Mental stress at times is extremely high. The stress results from dealing with highly emotional Situations, such as suicides, as well as from dealing with competing urgent priorities. Professionals providing mental health and addiction counselling services have been known to suffer from vicarious traumatization as a result of repeatedly hearing client's traumatic stories (i.e. sexual abuse, multiple losses, residential schools, cultural issues, etc.). Because of this the Child, Youth, and Family Counsellor requires excellent self-care skills.

Providing these services in a small community presents unique challenges that can add additional stress on the incumbent. For instance, the incumbent may have to deal with friends, neighbors, relatives or social acquaintances who are receiving services, as well as victims and perpetrators, on a day-to-day basis outside of work (i.e. present at community functions, grocery shopping, walking, down the street, etc.). In a small community everyone knows everyone and their business.

Although the incumbent does not work shift work and is not on call, when a traumatic event occurs within the community or to an individual the incumbent will often be called upon, outside of work hours. This may cause undue stress as the incumbent's personal time may be perceived as not their own.

In this profession there is some level of uncertainty in knowing what to expect while at work. People in crisis can be abusive to those trying to help. As a result, there is legitimate concern about the risk of verbal or physical assault (i.e. Clients or family members under the influence of drugs or alcohol).

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Working knowledge of therapeutic treatment options as well as the skill and ability to provide such treatment to people of all ages with mental health, addictions, and family violence issues.
- Knowledge of child, adolescent, and adult developmental, psychological, social, and cognitive development.
- Knowledge of the different referral agencies/services available within the NWT (and community) for those individuals who require in-patient or alternative (such as psychiatric) assessment and care, this includes knowledge of referral routes and case management techniques.
- Working knowledge of and an ability to refer clients to traditional healers and elder
- Working knowledge of the bio psychosocial presentation, determinants and precipitators of mental health and mental health disorders and the bio psychosocial presentation, and models of addictions (abstinence model, moral model, harm reduction model, etc.) and the bio psychosocial presentation, determinants and precipitators of family violence in order to recognize and interpret findings and determine an appropriate treatment plan.
- An ability to appropriately use clinical, diagnostic and treatment planning terminology with clients, other health care providers and referral agents.
- General knowledge of the Diagnostic Standards Manual classification system,

psychopharmacology and psychophysiology of disorders.

- Working knowledge of the signs of violence and/or abuse at an early stage as well as current trends and best practices in addressing psychological outcomes of violence, including interpersonal therapy, supportive counselling, group support and cognitive behavior strategies.
- Knowledge of current trends and ability to apply best practices with clients for addressing risk factors for addictions, mental health disorders and family violence.
- Ability to apply the NWT Mental Health Act, the Child and Family Services Act, the Protection Against Family Violence Act, as well as knowledge of other NWT legislations.
- Adherence to a professional code of ethics.
- Knowledge and understanding of the community demographics, values, culture, and history.
- Knowledge of and ability to network resources within and outside the employing Health and Social Services Authority to ensure support for clients and their families.
- Ability to communicate (orally) effectively in a cross cultural setting
- Ability to draft written documents, which are clear, concise and easy to understand by both professionals and non-professionals.
- Ability to work as a team a member as well as be self-directed, meet deadlines, prioritize workloads and manage several tasks at once.
- Ability to operate a desktop computer with a basic software package.

**Typically, the above qualifications would be attained by:**

One of the following educational avenues:

1. Master's degree in social science with 1 year of relevant counselling experience in a scope of practice or experience in addictions, mental health, and/or family violence: or
2. Bachelor degree in social sciences with 3 years of relevant counselling experience in a scope of practice or experience in addictions, mental health, and/or family violence.

The experience of the Child, Youth, and Family Counsellor should include clinically supervised education or work experience (counselling experience obtained under a qualified clinical counselling supervisor) that includes at least 500 hours where at least 120 of those hours are direct client contact.

**ADDITIONAL REQUIREMENTS**

**Position Security** (check one)

- ☐ No criminal records check required
- ☒ Position of Trust – criminal records check required
- ☐ Highly sensitive position – requires verification of identity and a criminal records check

**French language** (check one if applicable)

☐ French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

READING COMPREHENSION:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

WRITING SKILLS:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

☐ French preferred

**Aboriginal language:** To choose a language, click [here](#).

☐ Required

☐ Preferred