



CONCURRENT DISORDERS CASE WORKER – 100-24-3
Mental Health, Health Services
Full-Time Afternoon Shift 1pm-9pm

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **July 24, 2024**, for the **Mental Health** with **Health Services**. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications accepted through <https://www.vscyberhosting.com/sixnations/>. **NO LATE APPLICATIONS ACCEPTED.** **Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.**

JOB SUMMARY: The Job Title Reports to and works under the direction and supervision of the Portfolio Lead, Community Health & Wellness, Six Nations of the Grand River Elected Council, which includes matters pertaining to the policies and procedures of Six Nations of the Grand River Elected Council.

PURPOSE & SCOPE OF THE POSITION:

The role of the Clinical Lead is to provide support to the coordination and delivery of culturally appropriate clinical services provided by the Community Health & Wellness Portfolio. The Community Health & Wellness Portfolio includes health promotion, nutrition services, therapy services, diabetes wellness program, animal wellness, medical transportation and senior support hub. The Clinical lead provides clinical guidance for the provision of trauma-informed care in services that promote the harmonization of Western and Traditional Hodi:noshoni:/Rotinonhsion:ni knowledge.

Type	Full Time Afternoon Shift 1pm-9pm
Closing Date	July 24, 2024
Hours of Work	37.5/week
Wage	\$65,000/year

*A competitive compensation package will be offered commensurate with qualifications. *

Small text at the bottom of the page: Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



BASIC QUALIFICATIONS:

Minimum Requirements:

- Master's Degree in Regulated Health Profession related to rehabilitation and a member in good standing or eligible for membership with their regulated Health Professional College of Ontario and experience in supervision of support staff.
OR
- Bachelor's Degree in Regulated Health Profession related to rehabilitation and a member in good standing or eligible for membership with their Regulated Health Professional College of Ontario and three years of experience in supervision of support staff in a health setting.
OR
- Registered Nurse with College Diploma and a member in good standing or eligible for membership with the College of Nurses and three years of experience in supervision of staff in a health setting.
- Demonstrated experience working in an inter-disciplinary team.

Other Related Skills:

- First Aid and CPR certified preferred
- Strong organizational and time management skills
- Familiar with Electronic Medical Record systems
- Strong interpersonal, verbal and written communication skills.
- Understands the importance of Confidentiality. Ability to work with tact and discretion.
- Good knowledge of the Six Nations Community and the importance of culture as foundation and trauma-informed care

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: Online

1. Please visit: <https://www.vscyberhosting.com/sixnations/> to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
 - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
 - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 - c. Copy of your education diploma/degree/certificate and transcript.
3. If you have any questions or need assistance please reach out to Eniola Owoso, HR Business Partner at 519-445-2223 ext. 5716 or via email at HRBP3@sixnations.ca.

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Method #2: GREAT – Applications must include all of the following:

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

**Concurrent Disorders Case Worker – Full Time Afternoon
Shift 1pm-9pm– 100-24-3**

c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69, 16 Sunrise Court
Ohsweken, Ontario N0A 1M0



POSITION DESCRIPTION – Department of Well-being

POSITION TITLE: Clinical Lead – Community Health & Wellness

REPORTING RELATIONSHIP:

Reports to and works under the direction and supervision of the Portfolio Lead, Community Health & Wellness, Six Nations of the Grand River Elected Council, which includes matters pertaining to the policies and procedures of Six Nations of the Grand River Elected Council.

PURPOSE & SCOPE OF THE POSITION:

The role of the Clinical Lead is to provide support to the coordination and delivery of culturally appropriate clinical services provided by the Community Health & Wellness Portfolio. The Community Health & Wellness Portfolio includes health promotion, nutrition services, therapy services, diabetes wellness program, animal wellness, medical transportation and senior support hub. The Clinical lead provides clinical guidance for the provision of trauma-informed care in services that promote the harmonization of Western and Traditional Hodi:noshoni:/Rotinohsion:ni knowledge.

KEY DUTIES & RESPONSIBILITIES:

2. Technical Functions:

- Working knowledge of Regulated Health Professionals Act as well as profession specific regulations and standards.
 - Ensuring staff adhere to relevant legislation, standards and regulations for documentation, privacy and confidentiality, scope of practice, and ethics
 - Maintaining client records in accordance with relevant regulatory college guidelines and practice standards established by the Department of Well-being for documentation in the Electronic Medical Record
 - Responsible to onboard new employees to EMR and overview stats expectations
- Supporting clinical staff with the implementation of the Haudenosaunee Wellness Model, trauma-informed care and using culture as foundation for the development of services and programs
- Supporting staff in the development and implementation of culturally appropriate client care plans to community members as required by:
 - Working with the Program Supervisors and Managers to determine caseload priorities
 - Appropriate use of interventions based on evidence informed practice and

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- practice standards established by the respective regulatory colleges
- Participate in program development and accreditation activities
- Supporting the implementation of interprofessional model of care within the team as well as with external organizations and their providers.
 - Coordination of interprofessional education for the team
 - Supporting interprofessional collaboration and communication for the team
 - Ensure materials developed by non-regulated health promotion workers are accurate based on best evidence
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 - Support the non-regulated health promotion workers in Health Services when they are developing education classes
 - Support the primary care providers in the community to provide appropriate care based on the Clinical Practice Guidelines from the Canadian Diabetes Association
- Coordination of interprofessional education for the team
- Supporting interprofessional collaboration and communication for the team
- Provide clinical supervision to other staff;
 - Assist staff in problem-solving as needed (i.e. an ethical dilemma or client concern)
- Utilize culturally appropriate, evidence informed practice principles throughout care
- Comply with established safety precautions and standards, infection control procedures and aseptic and isolation techniques when indicated

3. Communications Functions:

- Maintaining/reviewing assigned case files (case management) by:
 - Ensure actual work performed is duly documented and placed in the electronic medical record
 - Assist in the development and maintenance of service standards
 - Ensure client's safety and comfort while performing duties
- Attends staff meetings
- Employs appropriate communication skills when interacting with clients, families and other staff
- Attends case conferences and clinical rounds and provides input in order to coordinate care and optimize client outcomes
- Follows procedures for reporting hazardous conditions, equipment and incidents
- Ensures privacy is maintained in accordance with relevant regulations
- Provides appropriate advocacy for clients and families when necessary
- Communicates regularly with the Portfolio Lead and program Supervisors and/or managers
- Attends Leaders in Diabetes or other networking meetings as requested and



provides a summary report of the meetings to the Portfolio Lead

- Meets regularly with the Portfolio Lead to provide updates on program team functions, quality improvement projects and program updates

4. **Administrative Functions:**

- Planning weekly itinerary and completing monthly work reports and statistics
 - Follow established reporting procedures as laid out by the program
 - Complete necessary monthly report forms and ensure relevant statistics are maintained as required
 - Coordinate and schedule clinical activities
- Support the program development and evaluation process
- Review service policy and procedures manual, work plans and job descriptions annually
- Develop, maintain and create reports for clinical indicators in collaboration with the Program Supervisors and program staff
- Support the Portfolio Lead and Program Supervisors in preparing and reviewing quarterly statistics and reports

5. **Other Functions:**

- Performs other job related duties as may reasonably be required by the Portfolio Lead
- Provides supervision of students and volunteers
 - Ensures preceptors follow established College guidelines for the supervision of students
 - Provides direct on-site supervision of the student/volunteer as stipulated in the supervision guidelines
 - Ensures providers obtain appropriate consent from clients before allowing a student/volunteer to participate in the care of an individual
- Provides support to the Six Nations Emergency Measures Plan by ensuring awareness of the Emergency Measures Plan and assistance as instructed by the Director of the Department of Well-being.

WORKING CONDITIONS:

- Working has a high profile, extensive public contact and is subject to deadlines and interruptions.
- Work may at times be subject to unscheduled hours and out of office sessions.

WORKING RELATIONSHIPS:

With the Portfolio Lead

Receives direction, guidance, encouragement; discusses plans and priorities

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With the Program Supervisors/Managers

Receives guidance and discusses plans, priorities to ensure tasks are done efficiently and effectively, receives instruction and supervision.

With Other Staff

Promotes courtesy, co-operation and teamwork with all staff.

With External Agencies

Represents and promotes Six Nations interests relative to health services; maintains awareness of legislative policy and program changes; seeks to develop close working relationships.

With the Public

Represents and promotes the health services interests of Six Nations; works in a courteous, co-operative positive and proactive manner, provides information and advice.

KNOWLEDGE AND SKILLS:

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IMPACT OF ERROR:

Errors in judgement and in the conduct of duties could lead to loss credibility, poor public relation, confusion, duplication of effort and misinformation being given to the Director of the Department of Well-being, Human Services Committee, Six Nations of the Grand River Elected Council, Government Agencies and the public.

CONTROL:

Guiding principles set by the Department of Well-being and Six Nations of the Grand River Elected Council. Works within the administrative policies and procedures established by the Six Nations of the Grand River Elected Council for the Department of Well-being and other legislation provided by the respective governments.