

## INTERNAL / EXTERNAL JOB POSTING



**Position Title:** Manager - Mental Health and Counselling

**Job Type:** Regular, Part Time Employee - 0.5 FTE (17.5 hrs/week)

**Pay Band:** \$36.85 - \$43.34 per hour

**Benefits:** Excellent benefits package including Healthcare of Ontario Pension Plan (HOOPP)

**Department:** Primary Health Care

**Reporting to:** Director, Primary Health Care and Regional Programs

**Application Deadline:** **Friday, February 16th at 4:00 pm**

### **Job Summary:**

The Manager, Mental Health and Counselling, is responsible and accountable for the implementation and coordination of Mental health programs, counselling, case management and support services within a health equity lens. This includes specific supports to the Chinese, Cambodian and Vietnamese communities. The Manager will be an inspired leader who will work to develop a strong vision of Mental Health Services for the Centre and actively seek opportunities to collaborate and enhance mental health services offered by Somerset West CHC.

### **Qualifications:**

- Master of Social Work or equivalent.
- Combined experience as a counsellor and front line manager in a community non-profit or primary health care setting.
- At least 2 years of direct management experience, including supervision, budget, and planning responsibilities.
- Superior relationship building ability. Excellent interpersonal, written and oral, communication skills when interacting with clients, staff, community members, and community stakeholders.
- Strong problem solving, planning, decision-making, leadership, organizational and change management skills.
- Registration in relevant regulated health profession an asset.

### **Areas of Responsibility:**

- Develops and monitors program finances and approves program operating expenditures within budget and prepares relevant reports.
- Responsible for all front line management responsibilities related to the Manager's staff, including but not limited to the recruitment process, work plans, performance and coaching, leading team meetings, communications, scheduling, ensuring the health and safety of staff, etc.
- Provides support for the development and implementation of new projects and programs.
- Builds, promotes, and maintains strong partnerships, and participates in programs in collaboration with other external organizations as appropriate.
- Acts as the organizational lead for mental health and counselling services and programs. Works closely with other staff and management to increase awareness and support for comprehensive mental health approaches across SWCHC.

**Linguistic Profile:**

- English, spoken and written required
- Other languages a strong asset

Please submit your resume and cover letter as one document to:

<https://swchc.bamboohr.com/jobs/view.php?id=102>

*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.*