



Canadian Mental  
Health Association  
Kenora  
*Mental health for all*

**Canadian Mental Health Association, Kenora Branch**

**NEW POSITION:**

**Mobile Mental Health & Addictions Clinic Service Navigator (lifespan)**

Reporting to the Mobile Mental Health & Addictions Clinic Team Lead the Mobile Mental Health & Addictions Clinic Service Navigator (lifespan) supports those individuals' requiring information on services and supports through the clinic sites. The Service Navigator will work in collaboration with community partners to respond to client needs to ensure that those individuals inquiring and/or accessing the Mobile Mental Health & Addictions Clinic receive the appropriate information on services and supports. The Service Navigator will make appropriate recommendations for access to services that meet the client's needs as they present and/or inquire about the Mobile Mental Health & Addictions Clinic. MMHAC Service Navigator will ensure that the following objectives are achieved through the clinic: improving access to mental health and addiction services for unserved and underserved areas; improving health outcomes by removing barriers to access, including geography, transportation, and stigma; reducing healthcare costs by encouraging and easing intervention early and mitigating the need for higher intensity support later on; and reducing health disparities by ensuring access to services that are culturally and developmentally appropriate and available where and when clients need them. The MMHAC Service Navigator will develop relationships with external providers to implement a collaborative service delivery model in multiple sites which will also include a landing space location identified for the MMHAC. The MMHAC Service Navigator will ensure that high standards of quality client care and professional conduct is maintained, and that services provided are evidence-based, best practice approaches in partnership with traditional approaches as identified by the community and area.

***Qualifications:***

BSW preferred, or demonstrated equivalent  
Knowledge of mental health and mental health problems/difficulties, concurrent disorders, dual diagnosis, and brain injuries  
Applied knowledge of community resources and agencies  
Knowledge of issues related to poverty and homelessness  
Networking skills and outreach skills  
Ability to assess dynamic risk  
Highly developed communication skills  
Assessment, case management, advocacy, counselling, and recording skills  
Understanding and applied knowledge of Recovery Model, Brief Therapy, Strengths Perspective, Harm Reduction, Psychosocial Rehabilitation & Housing First  
Activities of daily living, problem solving skills and ability to teach and model these skills for clients  
Cultural Competence for Diverse populations  
Ability to work independently

Professionalism in the performance of duties

Understands Trauma-Informed approaches

Computer literacy

***Duties:***

- Adherence to all policies and procedures of Canadian Mental Health Association, Kenora Branch
- Collaborate and develop formal and informal agreements to establish and maintain clear roles in a collaborative service delivery model in multiple sites which will also include a landing space location identified for the MMHC
- Work collaboratively with community partners to reduce barriers and develop collaborative approaches to ensure that a range of mental health and addiction services is accessible to persons who were previously unserved or underserved
- Assess individuals housing needs using the VI-SPDAT where appropriate
- Screening of patrons using the Core OCAN
- Make appropriate recommendations for supports and services
- Consult and collaborate with community partners to support recovery planning for clients
- Continuous assessment of risk
- Individualized Recovery Planning and strategies to support the achievement of goals and objectives
- Advocacy or linking of clients with appropriate services, supports and resources in order to meet the goals and objectives of the recovery plan
- Conducting regular formal or informal evaluation of client satisfaction, achievement of goals, reassessment of service requirements and or needs in consultation with the client
- Direct provision of side-by-side support with clients where appropriate
- Provision of supportive counselling where appropriate
- Assist clients and provide modeling for problem solving and priority setting
- Referral to community agencies and services where appropriate
- Provide service navigation to clients
- Involvement is terminated once individual is connected to wrap around services
- Maintenance of client files consistent with policies and procedures of Canadian Mental Health Association, Kenora Branch
- Participation in staff meetings and other meetings as directed by the MMHAC Team Lead and Chief Executive Officer
- Collection and maintenance of statistical information and keeping appropriate records of direct and indirect service
- Outcome monitoring and evaluation
- Actively participate in the development of sustainability of the ongoing Accreditation Standards, Required Organizational Practices and Quality Improvement projects
- Promote the MMHAC in various public events and by presenting present program information to groups and organizations at community education events
- Professionally representing Canadian Mental Health Association, Kenora Branch
- Drafting all necessary correspondence and reports regarding clients
- Participation in administrative and office functions, including ongoing maintenance of office space
- Participation in educational and professional development opportunities
- Participate on specific Committees or task or work groups as assigned by the MMHAC Team and Chief Executive Officer

- Provide a safe environment by ensuring adherences to Workplace Health and Safety Regulations and Policies, Infection Control Guidelines, WHIMIS and Safe Work Procedures; including but not limited to Fire, Disaster and Evacuation Plans
- Ensure client safety and client safety activities are emphasized throughout orientation of new staff members
- Operate any equipment and work in a way that does not endanger oneself or any other worker
- Identify and report workplace hazards to the MMHAC Team Lead, Operations Coordinator, Finance Manager and Chief Executive Officer
- Support an environment which avoids, prevents, and corrects all activities or actions which may result in an adverse outcome in the delivery of mental health services
- Responsible for self-care
- Other duties as directed

For more information, please visit [www.cmhak.on.ca](http://www.cmhak.on.ca)

**Please submit resume by February 1<sup>st</sup>, 2022,  
attention to: Hiring Committee  
Canadian Mental Health Association, Kenora Branch  
227 Second Street South, 2<sup>nd</sup> Floor  
Kenora, Ontario P9N 1G1  
Email: [careers@cmhak.on.ca](mailto:careers@cmhak.on.ca)**

The Canadian Mental Health Association, Kenora Branch welcomes and encourages applications from people with disabilities.

Accommodations are available on request for candidates taking part in all aspects of the selection process.