

**Job Description**  
**Children's Counsellor for SAIP and CMHP**  
**Child and Family Counselling Team**

**Summary:**

The Counsellor for the Sexual Abuse Intervention Program and the Community Mental Health Program provides individual, family and /or group counseling services to children between ages of 3 and 18 who have experienced violence. The Counsellor reports to the Program Manager, Child and Family Counselling.

**Key Duties and Responsibilities:**

- Provides services according to the Schedule of Service for the SAIP and CMHP Programs.
- Assesses personal, program and client safety at all times and meets all work safe standards.
- Adheres to program manual and to SCCSS policies including client confidentiality.
- Creates a safe space for individual, family and/or group counselling for children.
- Conducts client assessments and develops treatment plans utilizing SMART goals and outcomes.
- Considers risk factors and safety in all aspects of work with children, youth and families.
- Collaborates with parents, family members, or care providers as needed to support the child.
- Builds rapport with clients, and secures trust and confidence and makes referrals to other community resources as appropriate.
- Attends team meetings as scheduled and participates in group/clinical supervision discussions regarding case assignments and progress.
- Gives and receives feedback openly and constructively with clients, co-workers, supervisors and community partners.
- Maintains communication with schools and other agencies as appropriate.
- Demonstrates cultural competency working with Indigenous families and community.
- Maintains client records and client files in keeping with program manual and SCCSS policy.
- Collaborates with the Program Manager to develop and establish standards and accountability mechanisms including logic models, monitoring frameworks and evaluation processes including the completion of program(s) reports, stat collection maintenance of relevant documents.
- Collaborates with other SCCSS programs to enrich program delivery and fulfill our mission more effectively.
- Obtains and maintains awareness of the demographic and socio-economic variables of the community and actively works to reduce barriers to services.
- Ensures effective service delivery consistent with agency mandate, policy, meeting all legal, contractual financial and other compliance requirements.
- Supports ongoing compliance with accreditation standards, new standards and CARF requirements.
- Support the mission, vision and values of SCCSS including participating in organizational wide initiatives as interested or asked.
- Stays current with SCCSS programs and services.

## Qualifications and Skills Required:

- Masters degree in Clinical Counselling, Social work, Psychology or related areas plus a preferred minimum of three years of related experience in a related field or an undergrad degree in a relevant area of education along with extensive experience in a related field.
- Experience working with children and youth who have been sexually abused and children under the age of 12 yr with sexual behaviour problems.
- Understanding of trauma based work with an anti-oppressive approach to family systems. Knowledge of the impacts of colonialization including residential schools on Indigenous peoples
- Knowledge of the dynamics of violence against marginalized individuals.
- Ability to work from a solid understanding of the systemic issues in society as seen through an anti-oppressive lens and applies a feminist based analysis of gender violence as it affects children, women and trans folk.
- Knowledge of the dynamics of abuse, parenting issues, mental health, and addictions.
- Thorough knowledge of child development and experience using various expressive therapies and other evidence based approaches.
- Experience working effectively and respectfully in a non-judgmental manner with clients from different cultures, ethnicity, and socio-economic backgrounds.
- Experience with non- violent crises intervention approaches; in particular when dealing with individuals challenged by Mental Health issues
- Flexible work style including ability to engage co-operatively with a clinical team, to case manage, advocate or work independently.
- Ability to work collaboratively within a team setting, across programs and with community partners
- Excellent communication skills, organization, and interpersonal skills.
- Advanced interviewing and assessment skills.
- Good working knowledge of the local, Provincial, and Federal legislation and regulations as relevant to the work.
- Competent computer skill level including the ability to effectively use ECR electronic client records systems.
- Excellent conflict resolution skills
- Ability to identify and act on priorities
- Ability to uphold the values and policies of Community Services in a professional manner
- Experience working in the non-profit sector is an asset.
- Successful results of criminal records check (vulnerable population).

## Working Conditions

- This position may work alone, one-to-one with families or individuals, with little to no supervision.

## Physical Requirements

- Sitting for extended periods of time and computer use.
- Lifting and moving of general office supplies and other related supplies/equipment.
- Able to accommodate a lot of up and down movement when dealing with children

## Organizational Relationships

This position reports to the Program Manager, Child and Family Counselling