



Pictou Landing Band Office



6533 Pictou Landing Rd, Fisher's Grant., NS B0K 1X0

Ph: 902-752-4912 Fax: 902-755-4715

Job Posting: Mental Wellness Case Manager

Organization: Pictou Landing First Nation

Location: Fisher's Grant, NS

Position Type: Full-Time

General Accountability Statement:

Reporting to the Director of Health, the Mental Wellness Case (MWC) Manager is responsible for providing advocacy, support, and coordination for individuals and families who have complex needs and/or require assistance with addressing addiction, mental health, child welfare, or justice system issues.

The MWC Manager will offer assessment, referral, clinical counseling, and follow-up services to individuals and families impacted by mental health and substance use concerns within the Pictou Landing First Nation community. Services may encompass confidential individual, family, or group counseling related to the causes and effects of mental health disorders and/or addictions, support for families navigating mental health disorders and/or addictions, and referrals for further treatment. The incumbent will also possess familiarity with other services and resources in the community, providing information and support as needed.

The incumbent is expected to adhere to specific safety prevention rules, health-related protocols, and confidential regulations established by both Pictou Landing First Nation and the government.

Duties and Responsibilities:

- ❖ Conduct meetings with individuals and families seeking support for mental health and/or substance use concerns, and prepare needs/risk assessments.
 - ❖ Provide assessments and screenings, referring clients to detox, treatment centers, or mental health facilities as required.
 - ❖ Maintain a comprehensive grasp of crisis management and the influence of trauma on mental health and addiction matters.
 - ❖ Deliver one-on-one support to individuals and/or families at the Health Centre or within homes, as appropriate and safe.
 - ❖ Offer knowledge about available supportive services to clients and families.
 - ❖ Coordinate and lead educational workshops on mental health and addiction-related subjects.
 - ❖ Facilitate client engagement with various service providers, such as Legal Aid, Probation Officers, MFCS, Mental Health facilities, Health Staff, School Staff, job counseling, and housing services.
 - ❖ Advocate for clients to access necessary services, ensuring respectful treatment.
 - ❖ Accompany clients to court as needed.
 - ❖ Liaise with treatment programs, agencies, and other supports.
 - ❖ Assist clients in meeting program requirements.
 - ❖ Participate in healing and sentencing circles when required.
 - ❖ Facilitate follow-up meetings with clients during and post-treatment to ensure access to necessary supports and assess treatment effectiveness.
 - ❖ Develop and engage partners to establish ongoing support groups (e.g., Alcoholics Anonymous, Anger Management, Youth Leadership, sharing circles, elder and youth gatherings).
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- ❖ Manage records and files for clients, documenting and filing all client interactions, support services, and current state assessments.
 - ❖ Adhere to strict confidentiality guidelines for clients, conversations, and referrals.
 - ❖ Collaborate with communications coordinator to create promotional materials and information for health promotion initiatives.
 - ❖ Pursue funding opportunities for treatment programs.
 - ❖ Perform other duties as assigned by the Director of Health.

Education, Experience, and Personal Attributes:

- ❖ Undergraduate degree or diploma in Social Work, Psychology, or a related field.
- ❖ Master's degree in Behavioral Science, Social Science, Psychology, or a similar field, an asset.
- ❖ Registered Social Worker or regulated health professional.
- ❖ Experience working with individuals facing mental health and/or addiction challenges.
- ❖ Training in harm reduction and prevention.
- ❖ Valid CPR/Basic First Aid Certification.
- ❖ Knowledge and experience of First Nations political, governance, and community structures.
- ❖ Thorough understanding of client-centered mental health and addiction interventions, practice methods, and professional skills.
- ❖ Familiarity with community resources, treatment centers, social service networks, and organizations.
- ❖ Strong mediation, negotiation, and conflict resolution skills for emergency situations.
- ❖ Knowledge of funding agencies available to assist clients in accessing support services and community resources.
- ❖ Demonstrated ability to work independently, analyze needs, and make sound decisions for clients.
- ❖ Effective communication skills through various mediums, including meetings, reports, letters, and presentations.
- ❖ Ability to handle demanding interpersonal situations with good judgment and understanding.
- ❖ Proficient listening, observation, and facilitation skills for assessing clients and providing appropriate treatment and consultation.
- ❖ Working knowledge of computer software such as internet, email, Microsoft Office applications (Word, Excel, PowerPoint, Outlook).
- ❖ Advanced oral and written communication skills for engaging with healthcare professionals, government agencies, community organizations, etc.
- ❖ Mi'kmaq language skills, an asset. (but, not required)
- ❖ Valid Nova Scotia driver's license and reliable transportation.
- ❖ Ability to obtain a clear Criminal Records Check with Vulnerable Sector screening and Child Abuse Registry Check.

To apply, please submit your resume and cover letter to Katie Paul at katie.p@plfn.ca. Application deadline is September 12, 2023. We thank all applicants for their interest; however, only those selected for an interview will be contacted.