



**Canadian Mental  
Health Association**  
Prince Edward Island

**Employment Opportunity  
Fitzroy Centre Clubhouse  
Mental Health Worker – Education and Culinary**

The Canadian Mental Health Association (CMHA) is the nation-wide leader and champion for mental health. CMHA facilitates access to the resources people require to maintain and improve mental health and community integration, build resilience, and support recovery from mental illness.

The PEI Division of the Canadian Mental Health Association requires the services of a qualified individual to work as a Mental Health Worker-Education and Culinary Unit at our Fitzroy Centre Clubhouse. Fitzroy Centre Clubhouse offers people who are experiencing mental illness various opportunities to develop and reach their personal goals for their rehabilitation.

This is a **one (1) Full-Time Employment (FTE) for a 9-month contract position**. This position will be located at our Charlottetown office.

**No. of Vacancy: 1 Full -Time Employment (FTE) contract position**

**Job Summary:**

- Provides support to members following the Clubhouse Model, and abiding by Clubhouse Standards.
- Provides information to members on policies, and procedures related to pandemic protocols, housing, communication, safety, referrals, health, and more.
- Determines with members the support and services needed to develop and achieve their individual goals.
- Creates and facilitates activities for members that promotes wellness, employment readiness, skill development, and independent living skills
- Collaborates and develops partnerships with community organizations and government agencies for referral of members as to available supports and services
- Evaluates and provides appropriate crisis support and interventions to members.
- Monitors the safety and security of members and takes appropriate actions and reports accordingly any security issues that arise
- Ensures proper documentation by keeping an accurate and up to date records of members
- Maintains confidentiality of information

**Requirements:**

**Education:**

- Relevant University or Bachelor's Degree (social work, psychology, etc.) or a community College Diploma in a related subject area (Youth Care Worker, Human Services, and RCW, Correctional etc.)

**Experience:**

- A minimum of 3 years' experience working with clients with complex needs
- Experience working with community agencies
- Experience working in and developing collaborative partnerships
- Experience working in a supported housing environment
- Direct experience or in-depth knowledge of the social determinants of health and the populations housing needs

**Key Skills and Abilities:**

- An understanding and ability to work within a recovery-oriented program delivery model
- Sound Knowledge of the social determinants of health
- Excellent verbal and written communication skills
- Demonstrated ability to work effectively in a team leader capacity
- Demonstrated ability to be flexible in work assignments
- Sounds knowledge and understanding of pertinent community services, policies and legislation
- Excellent organizations skills and the ability to work independently and within a team environment
- Ability to make decisions with minimal supervision
- Ability to work collaboratively with community partners
- Highly motivated self-starter with the ability to multitask in high pressure environment
- Ability to input data using documentation software, electronic client files and evaluation tools
- Innovative with excellent problem solving skills
- Knowledge of client support services and resources within the community
- Excellent assessment, crisis intervention, problem solving and organizational skills
- Knowledge of Microsoft Office Programs

**Other Requirements**

- Vehicle and valid driver's license required
- A satisfactory and current criminal records and vulnerable sector check
- CPR/First Aid

*An asset to this position is a solid knowledge, sensitivity, and/or lived experience relating to the issues of mental health and addictions.*

**Other Assets:**

Applied Suicide Intervention Skills Training (ASIST), Motivational interviewing, Non-Violent Crisis Intervention and the management of concurrent disorders

**Hours of work:** 37.5 hours per week. Some evening and weekend work maybe required

**Location:** Charlottetown, PEI

**Closing Date for Application:** Sunday, January 30, 2022 at 9 p.m. AST

**Start Date:** As soon as possible

Interested candidates should apply with their resume and cover letter by either mail or email to:

**HR Coordinator**

CMHA PEI Division  
178 Fitzroy Street, P.O. Box 785,  
Charlottetown, PE, C1A 7L9

Email: [hr@cmha.pe.ca](mailto:hr@cmha.pe.ca)

**(please indicate on subject line: 017 –FC Mental Health Worker)**

CMHA is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

**We thank all applicants who apply, however only those selected for an interview will be contacted.**