



Canadian Mental
Health Association
Prince Edward Island

Employment Opportunity Alberton Housing Unit Housing Support Worker

The Canadian Mental Health Association (CMHA) is 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 Housing Support Worker in the newly built Housing Unit at Alberton. This is a **1 FTE permanent position**. This position will be located at our Alberton office (1 College St. and 7 College St., Alberton PE).

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

Salary of the position is 45,985.68\$ - 52,852.32\$ per year or 23.58\$ - 27.10\$ / hour (37.5 hours per week)

Job Summary:

- Provides information and supervision to members on policies and procedures related to accommodation, pandemic protocols, communication, safety, referrals, health, and medication.
- Case management for residents/members including up to date information (e.g. record of employments, educational supports provided to each resident/member), advocacy, and referrals as needed.
- Development of life skills including but not limited to cooking, cleaning, medication management, budgeting etc.
- Conducts wellness checks/ room checks when required.
- Assists during move-in/move-out and prepares the necessary documentation
- Provides crisis intervention as required including emergency responses by ensuring immediate access to medical services and completing necessary incident reports when required.
- Connects members with access to community resources based on individual needs.
- Assess and evaluates individual client's progress.
- Collaborates and develops partnerships with community organizations and government agencies for referral of clients as to available services
- 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 providing employment services is an asset
- 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

***Demonstrated Experience Equivalencies or an equivalent combination of education and work experience will be considered**

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

Physical Requirements:

- Must be able to do some lifting up to 30 lbs.
- Must be able to work within close proximity to co-workers, clients/ members
- Must be able to stand, walk, and sit for extended period of time
- Must be able to stoop, kneel, bend, and crouch
- Must be able to climb stairs
- Must be able to reach with hands and arms
- Must be able to work indoor and outdoor for activities/programming with co-workers, clients/members

Other Requirements:

- Valid driver's license, access to reliable vehicle and good driving record are essential
- A satisfactory and current criminal records 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: days, evenings, and some weekends

Location: Alberton, PEI

Closing Date for Application: This job ad will remain open until the position is filled

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

(please indicate on subject line: 070 –Alberton Housing Support Worker)

CMHA is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please advise when submitting your application

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