



Internal/External Posting

Intake/Crisis Counsellor – casual relief Direct Intervention

SCOPE OF POSITION

The Crisis/Intake Counsellor provides crisis and brief intervention services, counselling and information, assessment and referral to clients in WOCRC catchment area.

RESPONSIBILITIES

- Provide initial contact to all new clients of the WOCRC
- Provide crisis intervention services on phone and on a walk-in basis
- Provide mobile counselling in West Carleton area.
- Provide brief intervention counselling
- Connect clients with appropriate internal and community resources
- Facilitate education and support groups as required
- Assess level of risk and provide follow-up as required
- Assist clients in accessing desired services

EDUCATION / EXPERIENCE

- Bachelor of Social Work or equivalent in education and training
- Two years pertinent experience in direct service, crisis intervention and brief therapy
- Demonstrated commitment to and knowledge of community based model of intervention and health equity principles
- Demonstrated crisis intervention skills
- Knowledge of the Child and Family Services Act
- Knowledge of the Mental Health Act
- Knowledge of social services delivery in Ottawa
- Excellent assessment skills
- Strong organizational and communication skills
- Ability to work well in a team environment

Language Competencies

- Ability to communicate fluently in English, spoken and written;
- Ability to communicate fluently in French, is preferred;

- Ability to communicate fluently in other languages considered an asset.

Computer Competencies

- Basic Word, Excel, Access and Outlook.
- Client information system experience; preferably CIMS
- Candidates will need to have a valid driver's license number and access to a vehicle with 2 million liability.

Salary

\$26.17 per hour (plus 4% vacation pay)

Ability to work flexible hours

Please submit your resume (in word or pdf format) by 4:00 PM Friday February 15, 2019

Via Email to: careers@wocrc.ca
Janice Weir, CHRL, CHRP
People Services Manager
Western Ottawa Community Resource Centre
2 MacNeil Court, Kanata ON K2L 4H7

WOCRC has an accommodation process in place that provides accommodations for employees with disabilities. If you require a specific accommodation because of a disability or a medical need, please do not hesitate to let us know how we can best accommodate you.

We thank all applicants for their interest in this employment opportunity. Please note however that, due to the volume of resumes received, only those applicants selected for further consideration, will be contacted.