



GWEKWAADZIWIN MIIKAN EMPLOYMENT OPPORTUNITY
INTERNAL/EXTERNAL POSTING

Withdrawal Management/Harm Reduction Team Leader
(Fixed-term contract with opportunity for extension)

Position Description:

A full-time contract position (1 year with possibility of extension), responsible for the development, coordination, and implementation of acute withdrawal, distribution of harm reduction supplies, safe/flex beds, and Opioid Agonist Tapering services as part of the Gwekwaadziwin Miikan continuum of services. This is a management level position and will involve scheduling, case management, cultural knowledge, and clinical expertise.

Responsibilities and Duties:

- Reporting to the Clinical Director
- Program development (including policy and procedure development)
- Development and implementation of onboarding and orientation materials
- Responsible for supporting the intake of program participants
- Electronic file and paper file management
- Communicate with participants and their families about the program
- Supporting referrals to external organizations
- Responsible for liaising with community organizations
- Assist in implementation of research and outcome measurement projects
- Various administrative duties as needed

Qualifications:

- Minimum requirement is a degree in social services, nursing, or other related human service diploma, with mental health and addictions training
- Preference given to an Individual of Anishinaabe ancestry with knowledge and understanding of Anishinabek history, clan systems, protocols, etiquette, culture, traditions, and ceremonies
- Proven experience with data management, office administration, and electronic medical records
- Experience working in Mental Health and Addictions field
- Experience working in the Withdrawal Management sector and working knowledge of best practices
- Demonstrated interpersonal and communication skills (both written and verbal)
- Ability to prioritize multiple responsibilities and projects
- Mature individual who can work independently with preference given to individuals living a traditional lifestyle and being on a life-long journey in traditional knowledge

Requirements:

- Possesses a valid Ontario class 'G' driver's license in good standing with access to a reliable vehicle, able to obtain an 'F' class Driver's license with a preference given to those who already hold a class 'F' driver's license
- Ability to work outside normal business hours and weekends and on call as required
- Must have a relevant diploma and work experience

Salary: \$ Commensurate with qualifications

Closing Date: April 19, 2024 @ 4:30pm

To Apply: Please complete the application online at gwek.bamboohr.com/careers

Contact mmaracle@gwek.ca with any questions.

We thank all applicants for their interest, however, only those applicants under consideration will be contacted for an interview.