



## **SUMMIT HOUSING & OUTREACH PROGRAMS JOB POSTING**

### **Full-time Outreach Caseworker Position (3 months Contract)**

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**Position:** 1 Contract Outreach Caseworker – Case Management Program. This is a Bargaining Unit full time contract (80 hours in a two-week period) position.

**Purpose:** Reporting to the Manager, Case Management & Health and Wellness Program, the Outreach Caseworker is to provide portable moderate case management services for consumers of mental health services (i.e. people living in supportive housing, institutional and community based homes) through the use of a flexible, comprehensive, and individualized model of support; and to implement the goals and objectives of the Summit Housing & Outreach Programs case management program.

### **Key Responsibilities:**

- Assessing rehabilitative potential of clients to develop individual service plans and goals in co-operation with clients and establishing a trusting relationship in the implementation of service plans that meet clients' needs and maximizes their independence.
- Facilitating linkages with community groups and provide advocacy as required.
- Coordinate services to ensure that clients are treated equitably and linked to the right care they need.
- Ensuring clients' involvement in the program planning and decision-making process to facilitate client self-determination.
- Providing support and guidance, when required, to individuals to facilitate learning the activities of daily living, i.e.: budgeting, cooking, cleaning, shopping, personal hygiene, social and recreational activities.
- Recognizing crisis situations, assessing, responding and/or diffusing situations.
- Accurately and neatly preparing computer records in the correct format and within relevant legal boundaries for each client and ensuring confidentiality of records and client information as per PHIPA and other relevant privacy legislation.
- Recording client outcomes within guidelines established by the Ministry of Health and Long-Term Care.

- Ensuring co-operative relations are maintained with clients' family members and involve when applicable / permitted.
- Maintaining a positive, flexible, and co-operative attitude at all times.
- Working independently with minimum supervision.
- Other duties/responsibilities as assigned by the Manager or Senior Management.

**Education/Qualifications:**

- Degree in mental health discipline or social work, or diploma coupled with extensive case management experience.
- Knowledge and familiarity with the Halton community generally.
- Case-management experience and ability to carry out Managers' directives.
- Ability to work both independently and co-operatively within a community-based service providers' team.
- Special interest, skill, and sensitivity in working with consumers of mental health services
- Ability to recognize, assess, respond, and/or diffuse crisis situations.
- Valid driver's license, adequate insurance coverage – use of a vehicle is essential
- Willingness to work shifts as assigned and a good role model.
- Ability to project a professional image while representing Summit Housing & Outreach Programs.

Summit Housing & Outreach Programs strives to foster an equitable workplace that reflects the diversity of the community we serve and welcomes all qualified candidates including racialized individuals, members of the 2SLGBTQ+ communities, people with disabilities and people with culturally diverse backgrounds. Accommodations are available on request for candidates taking part in all aspects of the selection process.

**Shifts:** 8:30 a.m. - 4:30 p.m. with one 12:30 p.m. – 8:30 p.m. shift per week, flexibility as required by program needs.

**Main Location:** Halton

**Wage rate:** Step 1: \$23.37; Step 2: \$25.18 (after probationary period)

**Commencement Date:** As soon as possible.

If interested, please submit your resume to:

Taiwo Ayinde  
 Manager, Case Management & Health and Wellness  
 Programs Summit Housing and Outreach Programs  
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