



Anishnawbe Health Toronto

Our mission: to improve the health and wellbeing of Aboriginal People in spirit, mind, emotion, and body by providing Traditional Healing within a multidisciplinary health care model.

Mental Health Coordinator

Full-Time Continuing Position



Are you interested in working in the urban Indigenous community? Anishnawbe Health Toronto is a fully accredited community health center offering access to health care for Indigenous people living in the GTA. With Indigenous culture and tradition at its core, AHT offers a full range of services and healthcare providers, including Traditional Healers, Medicine People, primary care and mental health practitioners, and service providers focusing on the social determinants of health. We provide care from a blended model of Traditional and Western approaches to improve our clients' wellbeing. As the Metal Health Coordinator, you will be in proximity to Traditional Healers and Traditional knowledge carriers, where you will engage in consultation and learn cultural approaches to healing and wellness.

Duties & Responsibilities:

- Reports directly the Manager of the unit and is a member of AHT's management team
- Schedule and provide support for team meetings/case conferences and maintain related records; care coordination including assignment of clients to staff, reassigning as necessary considering caseloads; monitor work schedules; coordinate staff activities in the unit; and assist with orientation for new employees.
- Monitor referrals, ensuring services to clients are delivered; coordinate gathering of statistical information for reports; coordinate committee meetings and related records; and compile statistical data

- Provide ongoing reports; maintain and monitor all client tracker tools; and ensure external documents for clients are scanned into the EMR
- Monitor staff issues/concerns, as well as client complaints/concerns, and report these to the manager
- Develop and maintain good working partnerships with other organizations and agencies; represent the unit; facilitate visitor participation in unit activities; and coordinate partnership projects with external agencies
- Purchase supplies and equipment and ensure proper documentation for purchases
- Perform other related duties as required.

Qualifications:

- College diploma/certificate in the social services sector; or an acceptable equivalent combination of education and experience
- 5 years previous experience as a front-line counsellor and with case management in a supervisory role
- Experience with and/or knowledge of the issues affecting the Aboriginal population in an urban setting
- Superior interpersonal, communication and leadership skills
- Strong organizational and time management skills
- Well-developed problem-solving and decision-making skills
- A valid Ontario Driver's License is required.

Why Choose Anishnawbe Health?

AHT offers a competitive salary and comprehensive benefits package. As the Mental Health Coordinator, you will be a member of a multidisciplinary team including but not limited to psychiatry, Traditional Healers, counsellors, Two Spirit Trans services, primary care, Rapid Access Addiction Medicine, Housing Supports, and programming for children and youth. All services are delivered from a newly developed location in Toronto's Canary District.

How to Apply: Ready to embark on a rewarding journey with Anishnawbe Health? Submit your cover letter and resume by email to recruitment@aht.ca as a single document to become an integral part of a team committed to holistic health and a strong community.

Position will remain open until filled

Applicants who are Indigenous and meet the requirements of the job posting will be given first consideration in the hiring process.

Anishnawbe Health Toronto is committed to diversity and values the contribution of its employees from diverse backgrounds and experiences. We welcome applications from Indigenous persons, visible minority group members, women, and persons with disabilities, members of sexual minority groups, and others who contribute to greater diversity of perspectives.

(If you are invited for an interview and require accommodation, please let us know)
Meegwetch to all applicants, however, only those selected for an interview will be contacted.