



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.

Chayuueweytim – Intake / Admin and Emergency Support Counsellor

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 Intake / Admin and Emergency Support Counsellor, 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:

- Conduct and complete intake services and consultation requests on PSS
- Provide administrative support for inputting charting and email outlook management (approximately 7 to 10 hours per week)
- Provide emergency counseling support (in person, virtual or telehealth) addressing mental health and addiction issues individually (as assigned)
- Provide advice, support and information to clients on mental health and addictions
- Participate in case reviews, conferences and ethical reviews as required

- Assist clients and the community in building support networks
- Contribute to chart documentation
- Participate as a member of AHT's multi-disciplinary mental health team as necessary
- Provide service in compliance with confidentiality policies and relevant legislation i.e. The Personal Health Information Act (2004)
- Responsible for ensuring client information is properly and appropriately collected and entered into the Health Unit database
- Provide care that reflects an understanding and competent knowledge of health and other issues facing the Indigenous community such as the effects of the post-colonial and residential school syndromes
- Provide administrative and coordination support for the multi-disciplinary mental health team (as appropriate)

Qualifications & Experience:

- A minimum of MSW with related counselling and case management skills, or: BSW or College Diploma with 2 years direct service in concurrent disorders program; or an acceptable equivalent combination of education and experience
- Demonstrated respect and knowledge of Traditional Healing and the intergenerational impacts of the history of colonization of Indigenous peoples in Canada, and an understanding that indigenous culture, traditions, teachings, and ceremony are key to healing for many
- Required to learn about indigenous culture, history, traditions, medicines and healing approaches
- Experience working with indigenous populations, Knowledge of indigenous culture, traditions, teachings and ceremonies; indigenous language skills an asset
- An understanding of the social determinants of health and other issues relevant to indigenous communities in Toronto; respect for Traditional Healing
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- Proficient with Microsoft Office 365

Why Choose Anishnawbe Health?

AHT offers a competitive salary and comprehensive benefits package. As the Intake / Admin and Emergency Support Counsellor, 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@eht.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.