

**Internal / External Job Posting #2025-025**

<b>Position:</b>	Community Substance Use Addictions Counsellor	<b>Job Status:</b>	Permanent Full Time
<b>Required Shifts:</b>	Days, evenings, weekends	<b>Reports to:</b>	Addictions Program Manager
<b>Hours of Work:</b>	1.0 FTE	<b>Hourly Rate:</b>	Union Grade 6 (\$30.31 to \$34.88)
<b>Location:</b>	Belleville and Picton	<b>Union/Non-union:</b>	Union
<b>Date Posted:</b>	April 11, 2025	<b>Closing Date:</b>	April 18, 2025, at 4:30PM

**About Us:**

The Canadian Mental Health Association Hastings Prince Edward (CMHA HPE) provides a wide range of services and programs to support individuals aged 16 and older in achieving their mental health and addiction recovery goals. Committed to promoting mental wellness and resilience, CMHA HPE offers crisis intervention, addiction services, and mental health support, ensuring everyone in the community has access to the resources they need to feel well. By fostering inclusive and supportive environments, CMHA HPE empowers individuals to lead fulfilling and healthy lives. For more information, visit [CMHA HPE](#).

**Position Summary:**

The Community Substance Use Addictions Counsellor reporting to the Addictions Program Manager, works as a member of a multi-disciplinary, multi-agency team to provide community-based support and treatment services, including withdrawal support, to individuals. Duties include screening and assessment to ensure the most appropriate interventions are offered to the client including community or residential withdrawal and treatment services, negotiating treatment goals and a treatment plan, case management, personal/supportive counselling, liaising with Primary Care, community-based services and residential withdrawal services, and facilitating internal/external referrals. CMHA HPE and key partners work cooperatively and collaboratively to address the needs of the clients served, positively impact the community, and provide efficient, high-quality services. All services are provided in accordance with the mission and established protocols of the CMHA HPE and are subject to change.

**Minimum Qualifications & Experience:**

- College diploma or university degree in a relevant area of health study, along with formal post-graduate training in addictions counseling
- Certified to administer the GAIN Q3 MI an asset
- Current designation as an International Certified Alcohol and Drug Counsellor Designation an asset
- Two years of relevant experience providing addiction supportive counselling
- Certification in First Aid and CPR
- Applied Suicide Intervention Skills Training and Crisis Prevention and Intervention training, an asset
- Knowledge in group and in individual settings, assessment, counselling and referral in the field of addictions
- Knowledge of alcohol and other drugs/substances, the continuum of addiction services, and medication-assisted treatment
- Knowledge of and ability to apply addictions evidence-based practices and procedures as they relate to individuals who live with a concurrent disorder/co-morbidity within a client-centered approach
- Demonstrated advanced clinical reasoning and decision-making skills
- Ability to effectively utilize community resources and supports to meet the needs of clients
- Ability to work under pressure within a changing environment
- Knowledge of the Mental Health Act, Personal Health Information Protection Act and other relevant legislation
- Excellent communication and interpersonal skills in order to effectively engage community services and individuals, increasing awareness of services
- Well-developed problem-solving, prioritization and conflict resolution skills
- Ability to work autonomously as well as collaboratively in a multidisciplinary team environment
- Basic proficiency in computer skills; MS Office preferred
- Ability to work flexible hours, including evenings and weekends, and to deliver services using various methodologies including in-person and remote/virtual options
- Must possess a valid Ontario Driver's License, have regular access to a reliable vehicle and provide proof of adequate vehicle insurance, as necessary for the position
- Required to provide a satisfactory criminal reference check (CRC) and Vulnerable Sector prior to hire

**BENEFITS AND PERKS:**

At the CMHA HPE, we prioritize the well-being and professional growth of our employees. We offer a comprehensive benefits package that includes health, dental, and vision insurance, a generous paid time off policy, and an employer-matched pension plan through HOOPP. Our team members enjoy flexible work arrangements to support a healthy work-life balance, ongoing professional development opportunities, and access to wellness programs and resources. Additionally, we provide a supportive and inclusive work environment that values diversity and fosters a culture of collaboration and respect. Join us and be part of a community dedicated to making a meaningful impact on mental health and well-being.

**HOW TO APPLY:**

Please submit a resume and cover letter quoting competition number 2025-025 to [careers@cmhahpe.ca](mailto:careers@cmhahpe.ca) prior to the closing date of April 18, 2025, at 4:30PM.

**ACCESSIBILITY STATEMENT:**

The Canadian Mental Health Association HPE is committed to creating an inclusive and accessible workplace for all employees. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), we strive to ensure that our recruitment and hiring processes are barrier-free and provide accommodations for candidates with disabilities. If you



require an accommodation at any stage of the recruitment process, please inform us and we will work with you to meet your needs. We are dedicated to fostering an environment that respects and values the diversity of our team and the communities we serve.