



### Summary

Under the direct supervision of the Associate Director of Health & Addictions, the Nadmadwin Mental Health Coordinator oversees and provides administrative and clinical supervision to the staff of Nadmadwin Mental Health and ensures the provision of culturally appropriate mental health services to Wiikwemkoong. The Nadmadwin Mental Health Coordinator supports and ensures effective day to day smooth operation of Nadmadwin Mental Health in accordance with Nadmadwin Clinical Policies and procedures and maintains a manageable balance between caseload, community development and management duties.

### Responsibilities

1. To ensure that culturally appropriate and effective mental health clinical services are provided to the community;
2. To carry a caseload of mental health clients;
3. To provide clinical supervision and consultations to the mental health staff;
4. To ensure that cultural values, beliefs and practices and Anishnaabemowin is incorporated into program delivery;
5. To maintain working relationship/partnership with other agencies/organizations, stakeholders and members;
6. To keep abreast of current trends, developments and issues in appropriate fields of interest and communicates information to the Mental Health staff;
7. To develop and implement annual workplans including required training & professional development for all staff;
8. To maintain culturally appropriate professional competency on an ongoing basis;
9. To facilitate team approach and work with health services and programs within Wiikwemkoong;
10. To prepare budgets and required reporting and oversee all financial expenditures within department;
11. Coordinate strategic planning activities for short & long-term program goals

### Qualifications

- Bachelor's degree in psychology or social work or one of the helping disciplines (Master's degree preferred)
- Minimum 3 years' experience in management, personnel and finance
- Registered or ability/willingness to be register with a regulatory body (i.e. Ontario College of Social Workers)
- Ability to demonstrate positive role model and living in balance with Anishinaabe Aadziwin
- Understanding and fluency of Ojibwe is an asset or the willingness to learn
- CPR/first aid Training; ASIST Training, MHFA; CISM
- Excellent interpersonal and written communication skills within an electronic environment
- Experience in budget planning, funds development, proposal writing and working with/for non-profit organizations
- Solid analytical and technical skills and ability to handle multiple tasks under pressure
- Ability to plan, organize, develop, implement, and interpret goals, objectives, and policies
- Must be able to work effectively as part of a team and as a leader when required to foster quality service to clients and to promote a good working environment
- Knowledge of cultural services available to the 7 First Nations of Manitoulin with respect to Mental Wellness Crisis Response Team

**Salary: \$93,897.00.** Interested applicants **MUST** submit: 1) A cover letter; 2) Updated resume; 3) Copy of credentials a post-secondary institution, and 4) Contact information (email, phone number) of 2 work related references.

Attention: Melissa Roy  
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**Deadline: Until Position Is Filled**

Late or incomplete applications will not be considered and we appreciate your interest.