



Job Title:	Recovery Care Counsellor/Assessments	Department:	Programs
Supervisor:	Program Coordinator/ED	Last Updated:	February 2022
Job Overview:			
Purpose:			
<p>The Recovery Care Counsellor/Assessments will work with the Program Coordinator of NACM for the purpose of providing professional assessments of Relatives and for intake purposes into different programs. They will be under supervision of the program coordinator and/or Executive Director and will report accordingly. The Recovery Care Counsellor/Assessments will adhere to the policies and expectations of NACM in a professional manner.</p>			
Main Job Tasks and Responsibilities			
<ul style="list-style-type: none"> • Responsible for providing culturally based counselling and treatment services • Responsible for providing one-to-one counselling sessions, engaging families, and groups in culturally based counselling sessions • Facilitate educational and culturally based activity sessions that involve cultural awareness, teachings, and ceremonies • Responsible for registering all relatives and prioritizing all referrals based on immediate safety and health needs of the relative • Determine the programming needs best suited to relatives needs • Must complete written assessment reports for each relative • Assist the Relative in developing a treatment plan and help in identifying major problem areas • Will utilize culturally based, Indigenous healing strategies that will enhance the Relative's healing process • Conduct on-going assessment and report on 'Counselling Session Notes' • Will advocate on behalf of the Relative • Knowledge of community resources, treatment centres, social services networking organizations • Maintain strict confidentiality guidelines regarding all relatives conversations and referrals 			
Education and Experience			
<ul style="list-style-type: none"> • Chemical Dependency Diploma or Related Certificates • Grade 12 High School Diploma and/or Equivalent • A combination of relevant education and experience will be considered. • Minimum of 2 years' experience working with Northern Communities and their members • Strong knowledge of addictions, with 5 years' experience working in the addictions field • 2 years of sobriety and a substance free lifestyle • Understanding of social factors that affect the health and well-being of relatives 			



I have read the job description and understand the duties and responsibilities as outlined and agree to comply with same. Additionally, I agree to maintain my integrity and professional standard of practice consistent with Native Addictions Council of Manitoba's Vision, Mission, Seven Sweetgrass Statements and Personnel Policies.

Recovery Care Counsellor

Date

I certify that this is an accurate description of the duties and responsibilities of the position and that it forms the basis for this position. The employee has received a copy of this job description.

Executive Director

Date