



Job Title:	In-House Healing Mentor	Department:	Programs
Supervisor:	IHH Team Lead/ED	Last Updated:	February 2022
Job Overview:			
Purpose:			
<p>The In-House Healing Mentor will work as a team member with all staff of NACM for the purpose of providing professional assessments of Relatives and selecting Relatives for intake purposes into different programs so affected. He/she will be under supervision of the In-House Healing Team Lead and/or Executive Director and will report accordingly. The In-House Healing Mentor 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 			



- Understanding of strength-based approach, trauma- informed care, community capacity - based models and solution focused
- Strong attention to detail with the ability to work on multiple tasks and meet tight deadlines
- Clear criminal Record check with Vulnerable Sector Search, Child Abuse and Prior Contact check
- Ability to build positive internal and external partnerships to enhance program deliverables
- Experience in Group Facilitation and Presentation
- Ability to provide detailed documentation and maintaining records
- Build and maintain a healing environment that is positive, relaxed, pleasant, nurturing and supports Indigenous traditions, culture and values
- Understanding of Indigenous customs, experience, traditions, and values
- Ability to speak and understand a First Nation's language is considered an asset
- Valid First Aid/CPR certification; Nonviolent Crisis Intervention; Suicide Intervention Certificate considered an asset
- Valid Manitoba Class 5 Drivers License and access to a vehicle would be an asset
- Ability to work with relatives in crisis that experience significant challenges, understanding of mental health challenges, addiction challenges
- Ability to work under pressure and multi-tasking
- Initiative to plan, organize and to manage time effectively both independently and in a team setting
- Strong verbal and written interpersonal and communication skills
- Strong non-judgmental problem-solving ability, conflict resolution and decision-making skills
- Physically capable of providing service in a wide variety of community settings under varying weather and environmental conditions

Key Competencies

- Effective listening observations & facilitation skills to effectively assist relatives and provide appropriate treatment and consultation
- Effective Communication skills (written & oral)
- Strong organization and planning skills
- Problem solving skills
- Research, data collector and monitoring skills
- Relevant decision-making skills and knowledge about assessment tools & conduct ongoing assessments
- Must have ethical behaviours, wellness plan, initiative, confidentiality, training, team player, adaptability and must pay attention to detail and accuracy
- Ability to be flexible with the developed curriculum for in person and adjust curriculum accordingly when virtual