



MALTON NEIGHBOURHOOD SERVICES



3540 Morning Star Drive, Mississauga, ON L4T 1Y2

Tel: 905- 677- 6270/ Fax: 905- 677- 6281/ Website: mnsinfo.org / Email: hr@mnsinfo.org

Care Coordinator

Job description

Position: Care Coordinator

Contract type: Full-time

Start Date: ASAP

Location: 3540 Morning Star Drive, Mississauga, ON L4T 1Y2

Rate: \$65,000 -\$68,000 per annum + Benefits

Hours: 35 hours/week

Deadline to apply: Open until filled

Vaccination Policy: All MNS employees are required to be fully vaccinated as a condition of hire in accordance with the mandatory COVID-19 Vaccination policy.

MNS is a non-profit charitable organization which has provided settlement and community support services since 1975. For more information about MNS, please visit our website at www.mnsinfo.org

POSITION SUMMARY

The Care Coordinator will provide psychotherapeutic services and coordinate and monitor care plan delivery to young people and their families. Successful applicants will work collaboratively with a young person to identify their support needs and goals. This role also involves active participation in Malton Youth Wellness Hub activities promoting the health and wellbeing of young people and meaningful consumer participation in the services.

DUTIES & RESPONSIBILITIES

- Provide evidence-based individual, family and group counselling services to youth and families.
- Respond to crisis situations, provide risk assessments and interventions as required
- Establish and maintain effective collaborative relationships with community partner organizations in order to plan and deliver joint services.
- Adhere to all rules and regulations around ethical and professional practice as set by the respective college/association.

- Keep client records according to agency standards.
- Participate in team meetings and training.
- As required, co-ordinate and participate in Malton Youth Wellness Hub community activities promoting the health and wellbeing of young people.
- Follow all policies and procedures.
- Other duties as assigned.

QUALIFICATIONS AND REQUIREMENTS

- The candidate will possess a master's degree in a Psychology related field or Social Work from an accredited university of recognized standing
- Must be registered as a Psychotherapist or Social Worker in Ontario
- 2 to 5 years experience as a clinical therapist
- Ability to build and maintain therapeutic relationships with clients
- Ability to work individually as well as in a team, within a multicultural environment, providing coordination of care and practical support to young people.
- Demonstrated ability to engage and communicate effectively with young people and stakeholders individually and in a group.
- Well-developed written and verbal communication including; high quality interpersonal skills and experience in public speaking and event planning.
- Proficiency with technology including the ability to use Microsoft Office applications
- Must have a valid CPR/First Aid training Certification.

Upon hire, candidates must provide a current police record check. Please submit a resume and cover letter to the Hiring Committee at hr@mnsinfo.org. We thank all applicants, however, only candidates selected for interviews will be contacted.

Malton Neighbourhood Services is committed to providing accommodations throughout the recruitment process. If you require accommodation, please notify us and we will work with you to meet your needs.