



If you are looking to join an organization which offers a
meaningful **JOB OPPORTUNITY** then **CAST** is the place
for you!

The Children's Aid Society of Toronto (CAST) is proud of their long history of leadership in protecting children and their commitment to the provision of quality service to children and their families. If you are looking to make a difference in the lives of children, we have an opportunity for you. Come join us and be part of our team and work for one of the city's Top Employers.

The following **Temporary Full-time (up to 12 months)** position is available and applications are invited:

Systems Navigator/Health Service Coordinator

Job Posting #: 18-047

Salary Range: \$83,131 - \$103,079

PURPOSE:

This initiative is a joint effort involving Pape Avenue resource Centre (PARC) and the Children's Aid Society of Toronto.

Pape Adolescent Resource Centre (PARC) is a non-residential preparation for independence program serving youth ages 15-29 years old, in and from the care of the Children's Aid Society of Toronto (CAST), Catholic Children's Aid Society (CCAS), and the Jewish Family and Children's Services (JF&CS). PARC strives to provide youth in and from care access to services that supports them to build the necessary skills to meet the many milestones as they transition from care into the community. Support to youth focus on: housing, education, employment, financial literacy, counseling, life skills etc.

The Children's Aid Society of Toronto operates a Health Services Branch that provides a multi-disciplinary approach to meeting the physical and mental health needs of children and youth in care.

A System Navigator/ Health Service Coordinator would be a critical component to the Connections Hub. Working with a multi-disciplinary team of staff from Health Services, PARC, Child Protection Worker, and Youth Workers, the Navigator leverages medical, developmental and mental health skills in case co-ordination, system navigation, and partnership development, on an individual and systemic level for youth age 16- 29 who are transitioning from CAS care to reside in the community. Service will be provided in any of the Society's medical clinics, at PARC or in the community, as required. The role will focus on better meeting the mental health and medical needs of these complex youth.

MAJOR RESPONSIBILITIES:

1. Conducts or coordinates client assessments and client care, utilizing standardized tools and practices
2. Collates previously performed assessment, treatment, interventions etc. into case summaries that would direct further assessment and management
3. Identifies gaps in health and mental health services for youth transitioning from care and builds partnerships with community agencies/practitioners to address the gaps identified

4. Assesses and coordinates services regarding contributing factors and barriers eg housing, educational factors, financial issues, family supports, etc.
5. Liaises with youth case workers to obtain relevant data, social history etc. and to assess potential barriers, e.g. financial, transportation, clothing, etc.
6. Attends client-focused meetings such as case planning to present and discuss cases and coordinates care with other professionals and community agencies as required.
7. Works with youth to arrange appointments, plan schedules, transportation, OHIP coverage, plans for medication management, etc.
8. Completes documentation as required fulfilling expectations of the Society, the College of Nurses of Ontario (CNO), and any relevant legislation.
9. Provides consultation and/or training to staff, resource families, caregivers and clients re: health and mental health issues, medications prescribed by community physicians, management of behaviours/symptoms; application of relevant legislation as it applies to consent to treatment and administration of psychotropic medication.
10. Assists with responses to Mental Health Emergencies and assist in developing appropriate action plans with collaborating teams
11. Provides leadership to assigned staff including hiring, determining work priorities and assignments, providing direction and training, setting performance standards and conducting performance appraisals
12. Works in a safe manner in accordance with the Society's health and safety policies and procedures and all relevant legislation.
13. Acts in accordance with and incorporates Society's Code of Ethics, Confidentiality, Anti-Oppression/Anti-Racism, Harassment & Discrimination policies, etc.
14. Uses sound judgment in consideration of financial resources.
15. Complies with Society's financial policies and procedures.
16. Performs other duties as required.

EDUCATION AND EXPERIENCE:

- Registered Nurse with the College of Nurses of Ontario; AND
 - BScN or Bachelor of Nursing or evidence of working towards degree; AND
 - A minimum of 3 years of nursing experience in a, community and/or public health setting with paediatric, emergency, or outpatient clinic experience.
- OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

REQUIREMENTS:

- Current CPR certification
- Valid Ontario G or G2 Driver's License
- Access to a vehicle for Agency work

KNOWLEDGE AND SKILLS:

- Skills in applying and modifying the principles, methods, and techniques of professional nursing to provide on-going patient care
- Formal training or experience in Children and Adolescent Mental Health
- Clinical nursing skills with advanced assessment skills. Working knowledge of community health nursing theory including mental health and addictions, communicable diseases and practice within a client/family -centered approach
- Demonstrated leadership and management skills to provide direction and guidance to staff
- Management, teaching/training, clinical support and consultation skills
- Knowledge of adolescent mental health, growth and development
- Demonstrated advocacy skills
- Demonstrated ability to write clear and concise reports/documentation that reflect CNO standards and legislative requirements as well as agency policies and standards
- Demonstrated ability to meet deadlines

- Demonstrated ability to work independently
- Demonstrated strong communication skills, both verbal and written.
- Competence in problem-solving and conflict resolution
- Ability to handle crises in a calm manner
- Proven ability to work co-operatively within a team setting, as well as the ability to elicit co-operation from others
- Demonstrated skill in establishing and maintaining effective working relationships with clients and caregivers
- Excellent organizational skills
- Proven ability in using computer software, databases, and service systems, familiarity with social media, online communication etc.

Anti-Oppression/Anti-Racism at CAST

CAST is committed to having a workforce that is reflective of the diversity of the City of Toronto and strongly encourages application from all qualified individuals, especially those who can provide different perspectives and contribute to a further diversification of ideas.

Accommodation at CAST

We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Rights Code. Applicants need to make any accommodation requests for the interview or selection process known in advance by contacting the Human Resources Department at 416-924-4640 x2300. Human Resources will work together with the hiring committee to arrange reasonable and appropriate accommodation for the selection process which will enable you to be assessed in a fair and equitable manner.

APPLY NOW!

Apply directly on our website at www.torontocas.ca under the Careers section by **FRIDAY, MAY 25, 2018.**

If you cannot apply on our website, applications can be faxed (416-324-2400), or mailed (30 Isabella Street, 5th Floor) to the attention of Human Resources, **clearly indicating the Job Posting Number: JP#18-047**

We thank all applicants for their interest; however, only qualified applicants will be contacted.