



# Native Child and Family Services of Toronto

## Concurrent Disorder Service Coordinator

<b>Hours:</b>	<b>35 hrs/wk.</b>
<b>Range:</b>	<b>\$51,395-\$74,511</b>
<b>Location:</b>	<b>30 College St.</b>
<b>Position:</b>	<b>Unionized</b>
<b>Classification:</b>	<b>Regular Fulltime</b>

### Summary:

Native Child and Family Services of Toronto strives to provide a life of quality, well-being, caring and healing for our children and families in the Toronto Aboriginal Community.

We do this by creating a service model that is culture-based and respects the values of Aboriginal people, the extended family, and the right to self-determination and through the integration of holistic, culturally based prevention services that are child centred, family focused, and community driven.

Under the direction of the Supervisor, Healing Team, the Concurrent Disorder Service Coordinator works with community members to develop holistic, culturally-based supports to recovery and wellness.

### Primary Responsibilities:

The Concurrent Disorder Service Coordinator is responsible for:

- Providing respectful, culturally relevant services to community members consistent with the mission, vision, and values of Native Child and Family Services of Toronto.
- Administering holistic assessments using culturally-based and mainstream tools to help identify spiritual, emotional, cognitive, and physical strengths and healing paths.
- Identifying goals and objectives in conjunction with community members and identifying appropriate internal and external resources to meet individual and family needs.
- Working with service users and family members to gather the essential stories needed to develop support plans.
- Collaborating with other community service agencies to provide comprehensive services.
- Accompanying community members to appointments as needed.
- Providing informal individual counselling and group-based activities.
- Supporting community members in times of crisis.
- Providing after care support (post treatment) and ensuring the quality of services through the monitoring of all service providers.
- Completing all required documentation including manual records and statistical reporting.
- Ensuring that all data is accurately entered into the electronic case management system.
- Responding to telephone and walk-in requests for the Clinical Services Duty Response.

### Qualifications, Knowledge and Skills:

- Strong understanding and practice of Indigenous approaches to healing, including land-based practices and cultural knowledge.
- Connection to FNIM communities.

- Bachelor's or Degree in Social Work or post-secondary education in related field, such as addictions OR a combination of education and experience working with Indigenous Peoples.
- Two years relevant experience
- Pass a vulnerable sector police records check
- Knowledge and awareness of the diverse urban Indigenous population
- Knowledge of child development, family systems and dynamics, human growth and behaviour, domestic violence, child abuse or mental health and wellness
- Understanding of client-centred and First Nation, Metis and Inuit community-based work
- Team skills to work collaboratively with others
- Effective counselling and crisis support skills
- Excellent communication skills, both oral and written
- Time management, organizational and coordination skills
- Understanding of Native Child and Family Services of Toronto Mission and values
- Understanding of workplace Health and Safety practices and understanding of an employee's responsibility under current legislation
- Ability to work effectively with all levels of staff, to maintain effective communication and working relationships, demonstrating strong interpersonal skills, tact, sensitivity and build strong internal relationships

**To apply**, please provide:

- Cover letter outlining how you how meet the qualifications of the role.
- Current resume and include three work related references
- Proof of Vaccination. NCFST employees are required to be fully vaccinated against COVID-19, absent of a valid medical exemption or other reasonable consideration pursuant to the Human Rights Code of Ontario.
- As a multi-service urban Aboriginal agency providing holistic, culture-based programs and services to Aboriginal children, and families, NCFST will give priority to applicants who identify as First Nations, Inuit, Metis, and those with close affiliations.
- NCFST is committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, NCFST will make accommodations available to applicants with disabilities upon request during the recruitment process.

**Closing Date:** Until Filled

If you are interested in this job opportunity, please apply by clicking [APPLY HERE](#)

*We thank you for your interest, however, only those applicants selected for an interview will be contacted.*