



Women's Health In Women's Hands
Community Health Centre
2 Carlton Street, Suite 500
Toronto, Ontario M5B 1J3

T: (416) 593-7655

F: (416) 593-5867

Website Address: www.whiwh.com

INTAKE COUNSELLOR Contract

WHIWH CHC provides racialized women, trans and non-binary clients from the African, Black, Caribbean, Latin American, and South Asian communities in Toronto and surrounding municipalities with culturally safe, relevant, and responsive primary healthcare. We are changemakers engaged in knowledge transfer and exchange, research, capacity building, and advocacy within and across multiple systems.

RESPONSIBILITIES:

1. Perform intake assessment and assignment, advocacy, crisis intervention and systems navigation to individuals, groups and the community.
2. Assist in client crisis intervention and suicide intervention
3. Strong knowledge of the social determinants of health and issues that affect racialized communities
4. Facilitate client referral for internal and external social, financial, and institutional resources
5. Assist clients and the community to build support networks
6. Ensures that required documentation is completed and available in the client's health record in a timely manner that meets professional standards of practice
7. Coordinate/ participate in chart reviews, case conferencing and quality improvement initiatives
8. Participate in the development, implementation, monitoring and evaluation of knowledge sharing and health promotion programs and services for individuals, groups and the community
9. Perform other duties as assigned

QUALIFICATIONS:

1. Bachelor's degree in a relevant discipline from a recognized university or equivalent certification in a recognized social service worker program
2. Three to five years relevant or equivalent experience in a community setting.
3. Proficiency in current assessment, counselling, case management and crisis intervention techniques
4. Experience in program development, implementation, monitoring and evaluation
5. Knowledge of women's health issues
6. In addition to English, knowledge of a language spoken within one of the four priority communities, an asset
7. Proficiency in the use of computers, Microsoft Office (Excel, Word, PowerPoint, Outlook), and various other software applications

REPORTING:

This position reports to the Manager, Population Health

To apply for this challenging opportunity in a dynamic organization please forward your resume and cover letter with subject line: "**Intake Counsellor**" to the attention of:

Women's Health in Women's Hands Community Health Centre
Human Resources Department
recruitment@whiwh.com

APPLICATION DEADLINE:

Posted: November 10, 2022

Closing Date: November 24, 2022

COMPENSATION: based on experience and qualification or \$47,286 with an annual step progression to a maximum of \$56,974

WHIWH is committed to reflecting the diversity of the communities it serves and we strongly encourage applicants who reflect Toronto's ethnic and cultural diversity and our priority populations.

We welcome and encourage applications from all qualified candidates

WHIWH is working towards gender equity in pay

**We thank all applicants for their interest; however,
only those selected for an interview will be contacted.**

WHIWH has a Covid-19 Vaccination Policy that requires employees to take part in COVID-19 vaccination programs recommended by public health authorities, unless approved for an exemption request under the Ontario Human Rights Code. Compliance with this policy is mandatory for this position.