



**CANADIAN MENTAL HEALTH ASSOCIATION  
 SIMCOE COUNTY BRANCH  
 INTERNAL/EXTERNAL JOB POSTING**

<b>POSTING # 23-66 IE</b>	<b>POSTING DATE: Feb 29/2024</b>	<b>CLOSING DATE: Mar 14/ 2024</b>
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**CLASSIFICATION:**  
**Registered Practical Nurse - Crisis Intervention and Community Response (CICR) – Full-Time, Permanent – Barrie, ON**  
 The Canadian Mental Health Association, Simcoe County Branch seeks a Registered Practical Nurse, who, in accordance with the agency’s policies, standards, and guidelines, provides clinical support to the program, including client-centered assessment and intervention and oversight of medication. Works closely with primary care, pharmacies, hospitals, and clients to ensure coordination of medication and health care planning.


- REQUIRED QUALIFICATIONS:**
- Minimum three (3) years’ experience in psychiatric nursing (community-based preferred).
  - A Registered Practical Nurse registered as a member in good standing with the *College of Nurses of Ontario*.
  - Must have access to a vehicle, a valid Ontario driver’s license, and adequate automobile insurance.
  - Candidates with a proficiency in French strongly encouraged to apply.
  - Legally entitled to work in Canada.

**REQUIRED SKILLS AND KNOWLEDGE:**  
 As per job description.

<p><b>SALARY SCALE:</b>          RPN: \$53,344 - \$58,986</p> <p><i>*prorated based on hours worked</i>  <i>*plus shift premium as per policy</i></p>	<p><b>HOURS OF WORK:</b></p> <ul style="list-style-type: none"> <li>• Thirty-five (35) hours per week.</li> <li>• Rotational shift work based on a seven (7) day staffing schedule.</li> <li>• Able to work within a flexible framework to respond to client needs.</li> </ul>
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**SUBMIT COVER LETTER AND RESUME TO:**  
 Human Resources  
[hr@cmhastarttalking.ca](mailto:hr@cmhastarttalking.ca)  
*Please submit in a single document*

**APPROVED BY:**



February 29, 2024

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 Dr. Valerie Grdisa, Chief Executive Officer

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 Date

*CMHA Simcoe County Branch is an equal opportunity employer committed to fostering a healthy and positive work environment. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, 1990 CMHA Simcoe County Branch will provide accommodations throughout the recruitment and selection process to applicants with disabilities. CMHA Simcoe County Branch supports the recovery of people with mental illness and promotes diversity in the workplace. We welcome all applicants including persons with lived experience, women, Indigenous people, people with disabilities, and members of the 2SLGBTQ+, visible minority and immigrant communities to apply. If selected to participate in the recruitment and selection process, please inform Human Resources of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.*



<b>JOB TITLE:</b>	Registered Practical Nurse – Crisis Intervention and Community Response (CICR) Program (funded through Justice Safe Beds)
<b>REPORTS TO:</b>	Manager, Crisis Intervention and Community Response Programs
<b>JOB SUMMARY:</b>	The Registered Practical Nurse, in accordance with the agency’s policies, standards, and guidelines, provides clinical support to the program, including client-centered assessment and intervention and oversight of medication. Works closely with primary care, pharmacies, hospitals, and clients to ensure coordination of medication and health care planning.
<b>REVIEWED:</b>	January 2024
<b>REVIEWED BY:</b>	Program Manager, Director, HR Generalist, CEO

*CMHA reserves the right the change job descriptions as the needs of the agency change.*

**CORE COMPETENCIES**

- Work together in relationship to learn and grow
- Encourage understanding
- Listen with an open mind
- Laugh and enjoy humour compassionately throughout the day
- Notice the dignity and value of ourselves and others
- Engage others with compassion
- Share our stories and our hearts
- Strive to honour and respect ourselves and others

**DUTIES, RESPONSIBILITIES, AND RELATED TASKS:**

**1. Organizational**

- Assist in the planning, implementation, and evaluation of the programs and services.
- Have a strong commitment to quality improvement (QI) and support the continuous improvement of client and family services and supports on team, organizational, and system level.
- Comply with the agency policies, standards, guidelines, and procedures.
- Participate effectively in Crisis program and other designated internal meetings.
- Work in cooperation with management and other staff members in the provision of efficient and coordinated services.

**2. Program and Services**

- Perform all aspects of nursing care in accordance with standards of nursing practices established by the *College of Nurses of Ontario*.
- Perform nursing and general duties as specified within the Crisis Program models of care.
- Participate in the initial and ongoing development of Crisis Services and protocols, in terms of the medication room, supplies, medical records, resource files, and policy/procedures issues.
- Complete physical health assessments to thoroughly determine the health status of clients as well as any medical conditions present, and ensure appropriate treatments, follow-up, and support are provided.



- Provide the team, clients, families, and others with specialized consultation and education related to nursing issues.
- Develop, implement, and document, OCAN and planning in conjunction with clients and other Crisis staff.
- Coordinate and monitor the activities of the clients' individualized recovery plans.
- Provide counselling to assist clients in accomplishing their goals and managing their symptoms/day-to-day stressors.
- Access, coordinate, and advocate for services/resources to meet client needs.
- Consult with other service providers to promote continuity of care for the clients.
- Provide on-call support to the Crisis Program (staff and/or client related) during regular work hours (and if needed after work hours).
- Provide support/education to clients' families and social support networks.
- Administer and monitor medications as per doctor's orders. Responsible for packaging/checking medication for safe administration by non-nursing staff.
- Assist clients with their ADL's such as budgeting, shopping, meal planning/preparation, housekeeping, use of transportation, personal grooming, laundry, keeping appointments, etc.
- Provide education to community service providers and other stakeholders regarding Crisis Services, mental health, and nursing-related issues.
- Work in client residences, retail establishments, public spaces, ACTT office, & hospitals.
- Responsible for transporting clients in the community and, on occasion, outside of the geographical area.

**3. Monitoring and Evaluation**

- Evaluate the achievement of goals from the perspective of both the participant/client and supports, as well as client satisfaction with service and achievements.
- Maintain records as per agency standards and Diversity, Equity and Inclusion (DEI) practices.
- Provide reports as required or requested.
- Report in writing: all accidents, injuries, and occurrences.
- Collect data, including: participant/client's demographics, service statistics, and goal achievement, as well as other systems that may be developed.
- Manage program related funds as per directives.

**4. Performance Targets**

Description	Annualized
Visits	
Not Uniquely identified Service Recipient Interactions	
Individuals Served	
Group Sessions	
Group Participants	
Service Provider Group Interactions	
Service Provider Interactions	



## 5. Community Relations

- Maintain positive relationships with networks, professional organizations, and other service providers.
- Initiate and participate in consultation with community health stakeholders, primary care, pharmaceutical contacts as it relates to services and client support.
- Represent the agency mandate, mission, values, and philosophy of the agency in the community, including networks or meetings as requested.
- Assist in the training and mentoring of students, new staff, and/or volunteers.

## 6. Professional Development

- Maintain professional development as expected through the *College of Nurses of Ontario*.
- Set annual performance and professional development goals.
- Participate in regular meetings with supervisor.
- Attend relevant conferences, workshops, and other in-service events as approved.

## 7. Other

- Provide staff back-up for any agency programs.
- Perform other related duties as assigned by the Program Manager.
- Account for any program-related funds for which responsibility is assigned.

## KNOWLEDGE, SKILL AND BEHAVIOURAL COMPETENCIES REQUIRED:

- Ensure activities meet with (and integrate with) organizational requirements for quality management, health and safety, values, and mission, together with embracing our harm reduction philosophy.
- Utilize a client-centered approach so as to develop trusting relationships with clients.
- Understand provincial/local legislation as well as government policies, procedures, and practices pertaining to services provided by the agency.
- Be competent in the provision of services offered by CMHA.
- Empathetic to those suffering the effects of mental illness and/or substance misuse.
- Knowledge and practice of harm reduction, client-centered recovery philosophy, and community service delivery.
- Knowledge of community resources connected to the provision of mental health and addiction services.
- Able to influence stakeholders through diplomacy as well as negotiation skills in client/system advocacy.
- Good interpersonal and networking skills.
- Knowledge of assessment, planning, and skill teaching strategies.
- Able to anticipate crises and to apply appropriate non-violent crisis intervention skills to de-escalate the situation.
- Able to multi-task and work with a sense of urgency when required.
- Knowledge of mental illness, addictions, and medications as well as the ability to assist clients with symptom management.
- Excellent verbal and written communication skills.



## **WORKPLACE REQUIREMENTS:**

### **Hours of Work**

- Thirty-five (35) hours per week.
- Rotational shift work based on a seven (7) day staffing schedule.
- Able to work within a flexible framework to respond to client needs.

### **Qualifications**

- Minimum three (3) years experience in psychiatric nursing (community-based preferred).
- A Registered Practical Nurse registered as a member in good standing with the *College of Nurses of Ontario*.
- Must have access to a vehicle, a valid Ontario driver's license, and adequate automobile insurance.

### **Health and Safety**

- Abide by the policies and procedures outlined by the organization.

## **MANDATORY TRAINING REQUIREMENTS:**

- WHMIS
- Worker Health & Safety Awareness
- Staff Orientation
- AED Training (First Aid, CPR)
- Non-Violent Crisis Intervention Training
- ASIST
- DEI training
- Harm Reduction