

JOB INFORMATION

PSYCHOTHERAPIST, FAMILY SERVICES EMPLOYEE ASSISTANCE PROGRAM

ANTICIPATED START DATE: DECEMBER 2020

OVERALL PURPOSE / MAIN FUNCTION

The primary function of this position is to provide short-term solution focused counselling services to individuals, couples and families. The position may also require the delivery of workshops, orientation sessions and trauma (critical incident response) debriefings to organizations contracted for service through FSEAP.

MAJOR RESPONSIBILITIES

COUNSELLING /PSYCHOTHERAPY SERVICES (70 %)

Participates in development of proposals and planning for continuation and expanding programs and services

- Provides short-term professional counselling/psychotherapy services to individuals, couples and families using a variety of intervention methodologies based upon the assessment of client needs and planned counselling goals established with the client under short-term limits;
- Provides referrals to additional resources and collateral consultation, as required;
- May provide advocacy services on behalf of a client or group clients, remaining neutral in matters involving the client's employer;
- Support the Walk-In Clinic at Family Services up to one day (one shift) per week.

CONSULTATION/EDUCATION/TRAINING/ SERVICES

- Provides consultation to other professionals regarding topics relevant to issues addressed in counselling/psychotherapy services;
- Provide education and/or training to organizations contracted for EAP services regarding topics relevant to issues addressed in counselling/psychotherapy services;
- Facilitate individual or group debriefings at company work sites related

SUPPORT WORKER

- Attends FSEAP team meetings;
- Attends FSO staff meetings and professional development meetings;
- Participated in clinical supervision and peer consultation meetings;
- Attends other meetings as required;

ADMINISTRATION AND AGENCY DUTIES

- Maintains accurate files, case records, and statistical data as required by the Family Services agency and FSEAP professional accreditation standards;
- Prepares correspondence as required;
- Prepares project reports, under direction of their Clinical Manager and/or Program Director;
- Completes administrative duties as required for agency and personnel records;

TITLE:

Psychotherapist, FSEAP

REPORTS TO:

Director, FSEAP

TEAM:

FSEAP

LOCATION:

Temporary Remote Work

HOURS OF WORK:

35 hours/week;
(evenings and weekends
may be required)

UNION/NON-UNION:

Unionized
\$51,684.04 - \$58,070.23

Posting Period:

Tuesday November 17,
2020 -
Wednesday, November 30,
2020 at 5:00 PM

APPLY TO:

[Psychotherapist, Family
Services Employee
Assistance Program
\(FSEAP\)](#)

- May participate in internal agency committees and/or Board committees including union/management committees; Other duties as required.

Note: *This job description is not intended to be all inclusive. Other duties may be required to meet the ongoing needs of the organization.*

STATEMENT OF QUALIFICATIONS

I. Education & Knowledge

- Completion of a Master's Degree in Counselling, Psychotherapy or Social Work (M.S.W.) or equivalent.

II. Experience

- Five years of direct counselling/psychotherapy experience (preferred) working with individuals, couples, and families with diverse mental health challenges. Candidates with experience of less than five years will be considered for this and for future postings.

III. Knowledge

- Demonstrated knowledge and application of a range of counselling/psychotherapy modalities (with specific focus and competency on short-term counselling/psychotherapy modalities); of a biopsychosocial model, including the impact of social determinants of health and an understanding of culture, history, and current oppressions experienced by people related to moderate mental health challenges and/or relational challenges to a broad range of counselling/psychotherapy issues (generalist);
- Demonstrated knowledge of risk factors and risk assessment;
- Demonstrated knowledge of resources and services available to clients;
- Demonstrated knowledge of professional standards and ethical guidelines for the college of which the candidate belongs (counsellors, psychotherapists, and/or social workers).

IV. Skills

- Skill in collaboratively identifying short-term goals to assist clients in attaining resolution to concerns within a solution-focused frame-work (3 to 6 counselling/psychotherapy hours);
- Demonstrated communication skills (written and verbal);
- Demonstrated skills in working as a team and within a team approach;
- Demonstrated skills working independently to solve problems and provide counselling/psychotherapy interventions;
- Strong organizational and planning skills;
- Demonstrated skills in working with diverse groups of people;
- Demonstrated assessment, treatment planning, and intervention skills;
- Demonstrated skills in analysis of individuals and systemic issues impacting clients
- Technical and computer skills including MS Word, PowerPoint and Client databases;
- Presentation/group facilitation skills for delivering educational and wellness seminars and critical incident debriefing.

V. Abilities

- Demonstrated ability to work with personal crisis, complex issues, and trauma;
- Demonstrated ability to take initiative;
- Demonstrated ability to work independently within team/program guidelines and best practices;
- Demonstrated ability to work within the short term framework of FSEAP services;
- Demonstrated ability to maintain a respectful, collaborative and professional approach/standards with clients and colleagues.

VI. Languages

- Excellent oral and written communication skills in English and French.

VII. Physical Demands

- Counselling psychotherapy services are provided in an office setting. If group seminars or debriefing services are offered, they are provided in a group setting at a corporate client's work site, outside of the control of the FSEAP program. The position requires a minimal amount of physical activity, such as lifting. The services are primarily provided sitting down, or standing for group/community programming.

VII. Working Conditions

- Evening and weekend work may be required
- Counselling psychotherapy services are provided in private confidential office space. Limited travel may be required relevant to the location of the services provided.

IX. Certification/Licensing/Specialized Training

- N/A

ADDITIONAL QUALIFICATIONS

- Fluency in other languages is an asset

POSTING PERIOD

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FSO is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. FSO is committed to ensuring that each individual will have genuine, open and unhindered access to employment opportunities.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact us.

While we thank all candidates for their interest, only those selected for an interview will be contacted