

Job Description

Brief Mental Health Counsellor

About Roots Community Services

Roots Community Services Inc. (RootsCS) is a charitable organization that provides culturally relevant programs and services to inspire residents in the Region of Peel, primarily from the Black and Caribbean communities, to make positive changes in their lives and within their communities. We aim to assist our clients by providing pathways to achieve their full potential and find solutions to improve their health, well-being, and quality of life.

About the Black Health and Social Hub

RootsCS is partnering with LAMP Community Health Centre (LAMP CHC) and the Canadian Mental Health Association Peel Dufferin (CMHA Peel Dufferin) to design, develop and implement an integrated health and social services hub with and for the Black, African and Caribbean (BAC) communities in Peel Region.

The hub will provide primary health, mental health, addiction and social services programs that will holistically address the physical, mental, social and cultural needs of BAC communities, and seek to eliminate disparities and inequities.

To achieve our goals, we are recruiting people who are passionate about delivering culturally relevant, responsive, and affirming care that will inspire individuals to improve their well-being.

The Position

The Brief Mental Health Counselor will provide time-limited counselling and treatment utilizing integrated therapeutic approaches to individuals presenting with mental health concerns. They will use evidence-based tools to monitor whether interventions are effectively supporting client wellness. They will provide brief service and will determine how to best support clients using a stepped care approach**.

***Stepped Care approach is a system of delivering and monitoring mental health and addictions treatment so that the most effective, yet least resource-intensive treatment, is delivered first, only "stepping up" to intensive/ specialist services as required and depending on the level of client distress or need.*

- **Terms of Contract:** Part-time position until March 2027
- **Hours of Work:** 24 hours per week
- **Compensation:** \$28 to \$30 per hour plus benefits
- **Reports to:** Manager, Family Services

Major Duties & Responsibilities

1. Clinical Assessment & Intervention

- Conduct comprehensive psychosocial and mental health assessments using evidence-based tools
- Develop and implement short-term care plans tailored to client needs
- Provide brief, solution-focused counselling interventions
- Deliver crisis intervention and connect clients to appropriate crisis services

2. Stepped Care & Case Management

- Apply a stepped care model to match clients with appropriate levels of support
- Monitor client progress and adjust interventions accordingly
- Manage caseload, including reassessments and risk updates
- Ensure timely and accurate documentation (within 24 hours)

3. Group Facilitation & Program Delivery

- Facilitate psychoeducational and therapeutic groups
- Support development of new group programming aligned with community needs
- Act as backup facilitator across multidisciplinary teams

4. Collaboration & System Navigation

- Work within an interdisciplinary care team to support coordinated service delivery
- Refer and connect clients to community-based supports and services
- Participate in case conferences, team meetings, and communities of practice

5. Equity-Centered Practice

- Deliver culturally responsive and trauma-informed care
- Apply anti-Black racism and anti-oppressive frameworks in service delivery
- Promote dignity, respect, and inclusion in all client interactions

Skills & Qualifications

Education & Credentials

- Degree or diploma in Social Work, Nursing, Occupational Therapy, or related field
- Registration in good standing with a regulatory body in Ontario (e.g., OCSWSSW, CRPO, CNO)

Experience

- Minimum 2 years of experience in mental health and/or addictions
- Experience in brief interventions and short-term counselling

- Experience in community-based or multidisciplinary environments preferred

Core Competencies

- Strong assessment, counselling, and crisis intervention skills
- Knowledge of trauma-informed care and culturally responsive practice
- Ability to manage high-volume caseloads effectively
- Excellent communication and documentation skills

Requirements

- Valid driver's license and access to a vehicle
- Current CPR/First Aid certification
- Vulnerable Sector Check

Working Conditions

- Combination of office, community, and virtual work
- Evening and occasional weekend work may be required

RootsCS is committed to diversity in its workplaces and welcomes applications from all visible minority groups, women, Aboriginal persons, LGBTQ, and persons with disabilities, among other self-identified diverse groups. We also provide accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act ('AODA'). If you require accommodation for a disability during any stage.

This job description indicates the key responsibilities and core functions of the position. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required by the incumbent. The incumbent may be asked to perform other duties as required.

All employees are expected to participate in special assignments as a team-oriented and inclusive organization. These include fundraising, strategic planning, and other related activities that contribute to the continuous development and expansion of Roots Community Services Inc. Employees are expected to contribute to ongoing department growth and improvement via excellent job performance and proactive communication. Each employee and team are integral to RootsCS' mission.

Please forward your application with a cover letter to careers@rootscs.org, with the subject line, **Brief Mental Health Counselor**.

Please note that we will review applications as they are submitted until the position is filled. We thank all applicants for this position; however, we will contact only those candidates selected for an interview.