



**MANITOBA
HIV PROGRAM**

Social Worker

Program to Access Treatment for HIV and Support (PATHS)

Job Summary

The Manitoba HIV Program's "Program to Access Treatment for HIV and Support (PATHS)" is an interdisciplinary outreach-based service model of care that provides intensive case management for people living with HIV (PLHIV) in Manitoba who are not linked, or precariously linked to HIV care. The goals of the clinical outreach team are to:

- Provide wrap-around care with psychosocial supports to PLHIV,
- Offer and link to culturally relevant and Indigenous led care,
- Support PLHIV to access and adhere to HIV treatment medication, and
- Support PLHIV to transition to long term primary care services.

Reporting to the Director of Primary Care, Nine Circles Community Health Centre, the PATHS Social Worker works as part of an interdisciplinary team to provide outreach social work services to vulnerable and marginalized clients diagnosed with HIV. Service provision will be in compliance with the regulatory body.

Working Conditions

The job is full -time, 77.5 hours (including holiday pay related hours) per two-week period (2015 hours annually including holiday pay hours). Regular hours for a 1.0 EFT position are 7.75 hours per day (net of breaks). Regular work hours fall between 8:00 am and 8:00 pm. Regular workdays occur Monday through Friday. Occasional weekends shifts may be required. Overtime and flex time is not a normal requirement of this position. Should department operations require such scheduling adjustments, these must be approved in advance by the Program Director.

- Location is 705 Broadway and various locations in communities.
- Requires mobility in community settings and at the worksite.
- Requires good manual dexterity, visual and aural acuity.

A vehicle is required for this position.

Qualifications

Education

- Baccalaureate degree in Social Work from a recognized university.
- Registered with the Manitoba College of Social Workers.

Knowledge, Skills, and Experience

- Minimum three years of case management or relevant experience with marginalized clients with multiple health issues.
- Broad knowledge of systems theory and application to Social Work practice.
- Working knowledge of counselling skills and theories.
- Demonstrated ability to work within a complex system of services.
- Understanding of community, regional, and provincial initiatives that may impact client care and access to resources.
- Broad knowledge of mental health, substance use, and relevant treatment options.
- Broad knowledge of harm reduction strategies and interventions in the context of infectious disease, opioid overdose emergency, and having a positive attitude toward substance dependent clients.
- Knowledge of and experience with the interpretation and application of the Personal Health Information Act (PHIA) and other relevant legislation, ie. Mental Health Act, Child and Family Services Act, etc.
- Basic Cardiac Life Support Certificate.
- Demonstrates clinical skills in mental health and substance use assessments.
- Manitoba Indigenous Cultural Safety Training (MICST) (or obtained within one year of employment).
- BC-CfE Working Together: Interprofessional Care in HIV (or obtained within three months of employment).
- Excellent interpersonal and communication skills.
- Able to work independently and effectively in a team environment.
- Experience in electronic medical records and working knowledge of medical charting systems and principles.
- Demonstrated computer competency and experience working with Microsoft applications including Word, Excel, Power Point, and Outlook.
- Able to effectively manage multiple tasks and inquiries.
- Able to maintain confidential and sensitive information.
- Able to manage inter-personal conflict in a respectful manner.
- Valid Class 5 driver's license and access to a personal vehicle for business-related purposes.

Preferred

- Knowledge of cultural safety and experience working with/in Indigenous communities.
- Knowledge of and understanding of 2SLGBTQ* population issues, substance use, mental health issues, multi-cultural considerations, street health, family violence, and sexual health.
- Experience working in an outreach capacity.
- Competency in an Indigenous language.
- Addictions and Mental Health training and certifications.

Required Immunization & Testing

- Rubella
- Measles
- Hepatitis B
- Varicella
- Tuberculosis screening (TST)
- Covid -19

Duties/Responsibilities

- Provides social work services as part of intensive case management to PLHIV who are not linked to care or precariously linked to care. Service is provided in non-traditional settings which may include community spaces and drop-ins, shelters, encampments, community agencies, residences, correctional settings, withdrawal management centers, primary care clinics, hotels, parks and streets.
- Provides client care in a competent, safe and understanding manner that encourages client participation, empowerment and respect.
- Completes comprehensive assessments at intake, ongoing assessment of needs through implementation and evaluation of care plans.
- Provides case management to meet the psychosocial needs of PATHS clients.
- Liaises with community-based organizations to plan, develop, implement, and deliver care while identifying the health issues, behaviours, needs, barriers, and challenges for PATHS clients. Works collaboratively in team settings to develop creative strategies to address the challenges and barriers identified.
- Liaises with Public Health, First Nations Inuit Health Branch, primary care providers, Manitoba HIV Program sites of care and other community services and social agencies to link and retain PLHIV in care.
- Monitors, assesses, and responds to client responses to care, their mental state, and efficacy of the care plan.
- Assesses high-risk situations and provides crisis interventions, utilizing de-escalation skills to manage aggressive and suicidal behavior.
- Initiates and participates in case conferences/meetings with clients, family, service providers, and members of the interdisciplinary team for management of emergent issues and discussion of ongoing follow up care to ensure a coordinated approach to care.
- Advocate to protect and promote client's right to autonomy, respect, privacy, dignity and access to information.
- Supports PATHS clients to access and attend medical appointments, hospitals, transportation, housing services and social programs by providing health care information and facilitating referrals.
- Prepares and maintains documentation standards according to workplace policy and procedure.
- Participates in relevant meetings to facilitate and support enhanced access to services for PATHS clients.
- Maintains and updates knowledge in HIV, mental health, and substance use by reviewing relevant literature, consulting with colleagues, evaluating clinical practice and participating in professional development and continuing education.

- Identifies gaps in existing services and participates in ongoing program planning, evaluation, and quality improvement.
- Performs other duties as assigned.

Authority and Accountability

Reporting

This position reports to the Director of Primary Care, Nine Circles Community Health Centre.

Delegated Authority

- Issuance of Nine Circles mobile phone

Accountability

The position is accountable for:

- Functioning and executing department operations in order to support and uphold the Department's mandate. This includes maintaining all files, records, systems, and documents with an appropriate audit trail, including maintenance of relevant working documents.
- Regular communication with Program Coordinator including regular check-in meetings.
- Ensuring proper authorization has been obtained by the Director of Primary Care as part of all department operations.
- Following all prescribed department procedures.
- The efficient, effective, accurate and timely performance of the duties and responsibilities listed above.
- Consulting with Program Director on all materials and communication tools developed on behalf of the Program before wide distribution (e.g. forms, reference sheets).
- Identification and collection of performance and quality improvement data.
- Maintenance of productivity standards and practices, effective time management and prioritization of work.
- Active participation in relevant meetings, committees and assigned projects.
- Development and implementation of an individual plan for professional growth and development including participation in professional organizations and activities, workshops, seminars and staff development.
- Adherence to Nine Circles policies and procedures and Standards of Care guidelines.
- Adherence with Personal Health Information Act, the Federal Personal Information and Electronic Documents Act.
- Demonstrates discretion and tact when dealing with highly confidential materials and matters.
- Represents Nine Circles professionally and competently including exercising due diligence in all duties and operations.

Performance Standards

A probationary Performance Assessment is scheduled within the first six months of start date. A Performance Conversation is completed at the one-year

anniversary date, after which they will occur every year. Matters of performance are discussed as part of regular program check-in meetings with the Director of Primary Care.

Salary and Benefits

The position is classified as Social Worker, on the MAHCP salary scale. A comprehensive benefit package is provided as per employee eligibility via HEB Manitoba.

This position is covered by the Collective Agreement between MAHCP and Nine Circles Community Health Centre. The Collective Agreement governs pay scales, benefits, arbitration, termination and other terms of employment. Union membership is required.

Funding for all Nine Circles positions are subject to change.

December 19, 2023