

JOB DESCRIPTION

☐ **Management**
☒ **Non-Management**

DATE: July 29, 2024

POSITION TITLE: Teacher (TN3)
SERVICE AREA: Selkirk Mental Health Centre
REPORTS TO: Manager of Health Services

JOB CODE: 30536659
UNION: MAHCP

SUPERVISORY RESPONSIBILITIES:

N/A

POSITION OVERVIEW:

Working with the multi-disciplinary treatment team and utilizing the Psychosocial Rehabilitation principles provides assistance to patients in identifying educational needs, education programs and coordinates access to community resources to meet rehabilitation goals. The incumbent provides educational opportunities on site for in-patients as part of their treatment and rehabilitation program plan.

EXPERIENCE:

- Various classroom teaching experiences from K-12.
- Experience supporting Grade 9-12 students and adult learners.
- Ability to differentiate teaching plans to student needs.
- Experience working with diverse populations.
- Experience working with people struggling with their mental health an asset.

EDUCATION:

- Bachelor's Degree in Education.
- Post Baccalaureate in Adult Education, Mental Health or School Counselling preferred.

CERTIFICATION/LICENSURE/REGISTRATION:

- Valid Teaching Certificate in Manitoba.

QUALIFICATIONS AND SKILLS:

- Ability to create engaging and effective educational programs tailored to a variety of learning abilities.
- Proficiency in assessing learning outcomes and providing constructive feedback.
- Good understanding of Mental Health issues.
- Empathy and Compassion: Ability to understand emotional needs of learners and tailor learning accordingly.
- Excellent verbal and written communication skills.
- Displays cultural competence.
- Excellent organizational skills.
- Ability to collaborate with other mental health professionals and community partners.

- Proficiency in the use of Microsoft Office (Word, Excel and Outlook)

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

- Must be able to move between various locations on SMHC grounds.
 - Physical demands are light, however must be able to stand and walk for periods of time.
 - Must be able to occasionally lift materials and/or equipment.
 - A valid Manitoba driver's license may be required for travel within the province.
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MAJOR RESPONSIBILITIES:

As a member of the multi-discipline treatment team provides:

- A. **Assessment** (Magnitude 10%)
 1. Assess referrals from treatment teams based on patient identified goals.
 2. Assess patient education needs and potentials.
- B. **Planning** (Magnitude 10%)
 1. Participates in patient treatment planning and scheduling to meet patient identified needs, ranging from but not limited to literacy, computer training, computer assisted learning, GED preparation, elementary and high school training programs, and assistance with distance education programs and university programs.
 2. Plays an advocacy role in attaining and maintaining appropriate educational services to a culturally diverse patient population.
 3. Coordinates Individual Education Plan (IEP) through internal and external resources.
 4. Establishes quality standards and short term and long-term goals in collaboration with patients and treatment teams.
- C. **Implementation** (Magnitude 70%)
 1. Communicates IEP to the treatment team and relevant community partners.
 2. Facilitates access and participation with patient in IEP.
 3. Adapts available programs to meet individual needs of the patient.
 4. Schedules regular times for implementing individualized education programs.
 5. Provides liaison with and training to program staff to implement IEP.
 6. Works in close collaboration with Vocational Rehab Services to meeting the patient's individualized education program.
 7. Provides linkages for education services in discharge planning.
 8. Acts as a resource person to the patient in the transition to education services in the community.
- D. **Evaluation** (Magnitude 5%)
 1. Ongoing evaluation of progress toward outcomes.
 2. Annual evaluation of patient education program outcomes.
 3. Communicates evaluation results internally and with relevant community partners.
 4. Measure/assess quality and quantity standards.
- E. **Reporting** (Magnitude 5%)
 1. Documents the effectiveness of all activities for the patient as outlined in the IEP.
 2. Professional development/workload statistics.

Team responsibilities as assigned such as, participation in:

- CCHSA Accreditation Survey Team
- Patient Needs and Satisfaction Survey
- Program Policy and Procedure Manual revisions
- Field Instructor for education students, e.g. U of M, U of W
- Program Meetings
- Professional Development Statistics
- Representing SMHC with Community Resources related to Adult Education