



Canadian Mental
Health Association
Sudbury/Manitoulin
Mental Health &
Addiction Services

Association canadienne
pour la santé mentale
Sudbury/Manitoulin
Services de santé mentale
& de toxicomanie

Youth Mental Health Court Outreach Worker

INCUMBENT: TBC

PROGRAM: Clinical Services

DATE APPROVED/REVISED: June 2022

REPORTS TO: Coordinator, Justice Services

APPROVED BY: Director, Programs and
Planning

HOURS: 35 hours/week

POSITION SUMMARY:

Reporting to the Coordinator, Justice Services, the Youth Mental Health Court Outreach Worker (YMHCOW) acts as a support person for youth aged 12 – 17 living with a mental health illness who are in conflict with the law. The Youth Mental Health Court Worker is responsible for diverting youth out of the justice system while providing a continuum of functions, including attending court, developing support and diversion plans, individual and systems advocacy, symptom management, supportive counselling, family/crisis support, fitness assessment screening and education, consultation to court and jail personnel, and making appropriate referrals to other community resources.

ESSENTIAL JOB RESPONSIBILITIES:

Attends Court

- Attend courts as scheduled and checks the docket.
- Discuss with the Provincial Crown Attorney to inquire if there are any referrals for the individuals.
- Receive referrals from duty counsel, private defense counsel, family, court personal, community partners or the individual charged that is under 18.
- Provide consultation to the judiciary, crown and defense counsel on cases referred.
- Serve as a resource and support to youth, family members/caregivers as requested.
- Coordinate and support the provision of services with court personnel, detaining facilities, psychiatric services, in-patient and community service providers.
- Follow-up on individuals' next court dates for tracking purposes.

Referrals

- Receive program referrals from Crown, bail court or community, family or individual.
- Make referrals to appropriate programs for individuals requiring additional services.
- Attend first appointment with individual if requested.
- Keep up to date on new programs or program changes in the community.
- Advocate for individuals to access services if requested.



Conducts screening/ assessments as required

- Conduct fitness screenings to determine need for forensic assessment and not criminally responsible (NCR) eligibility.
- Facilitate court ordered psychiatric assessments.
- Complete various documents, screening, and assessments tools to determine eligibility for mental health diversion (i.e.: Accepting Services, Consents, GAIN suite, Psychosocial, Suicide Risk, OPOC etc.).
- Advise the court personnel on sentencing recommendations, probation orders.
- Working relationship with forensic psychiatrist, sharing their clinical knowledge of the individual.
- Liaises with court personnel, North Bay Psychiatric Hospital, Sudbury Youth Detention facilities and service providers.

Provides Mental Health Diversion and Pre-Charge Diversion Plans

- Work with individuals who meet program criteria, to develop a personalized Mental Health diversion plan.
- Work with individuals and partners to develop a Pre-Charge Diversion plan including referrals and activities.
- Work with service providers to develop supports, case conferences and discharge plans for the individual.
- Meet with individuals regularly to ensure compliance of the diversion plan.
- Develop evaluation reports to the Court outlining individual's compliance with the diversion plan and includes recommendations regarding charges.

Provides support to individual to assist in their recovery

- Meet with individuals, either at their home, in the office, over the phone or in the community.
- Provide short-term follow-up and case management services to both diverted and non-diverted youth.
- Providing support and implementation of diversion plans.
- Meeting with individuals regularly to ensure compliance of the diversion plan.
- Develop goal-focused support/care plans based on assessment with individual and other supports as appropriate.
- Coordinating involvement of other agency staff and outside resources.
- Keep up to date on new programs or program changes in the community.
- Advocate for individuals to access services if requested.
- Ensure individual support addresses outcomes or goals as derived from the individual's support plan.
- Ensure that all individual terminations are planned to support the individuals' ability to transition.
- Ensure individuals have information related to rights under the Mental Health Act and other related legislation.
- Ensure individuals have awareness and understanding of rights relating to services, confidentiality, feedback, and complaints.



Develops educational programs relevant to individual group

- Organize and conducts skill training, educational, or support groups for individuals at varied locations.
- Obtain and develops resources for delivery.
- Evaluate effectiveness of activities and sessions.

Ensures objectives of program are met

- Provide case management services using a psychosocial rehabilitation approach, counseling, and support to individual in achieving goals, particularly in the areas of basic life skills, social interactions, family relationships, coping with mental illness, medication education and compliance, vocational skills development, monitoring progress and providing support when problems or crises arise.
- Participate in the evaluation of program goals and objectives making recommendations on changes to current program activities for improved service delivery.
- Advise Justice Coordinator on service operations developing/presenting reports and proposals.
- Participate in relevant Community of Practices, community partnership and stakeholder meetings as deemed appropriate.
- Conduct program/agency evaluations.

File management and reporting functions

- Ensure all individual contacts are recorded appropriately and according to agency policy utilizing the agencies records management system.
- Ensure that monthly, annual, and other required reporting documentation are completed.
- Ensure recording and maintenance of Mental Health Court outcomes as applicable.

Other

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- Participate in public education services.
- Provide supervision to agency volunteers and students as requested.
- Provide additional support to staff as required.
- Ensure a minimum caseload as negotiated with immediate supervisor.
- Attend and participates in Supervision and Performance review meetings.
- Attend and participate in Agency meetings, such as Clinical meetings, Agency Planning Days, etc.
- Attend training such as webinars, psychiatric training, video conferences, etc.



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QUALIFICATIONS AND EXPERIENCE

- Completion of a University Degree in a human service-related discipline.
 - Valid Ontario Driver's License & access to a reliable vehicle.
 - Automobile liability insurance coverage in the amount of at least \$1,000,000
 - Minimum 1 year experience working in the youth mental health field.
 - Minimum 1 year experience working with youth consumers of mental health, families, and forensic system.
 - Knowledge of Mental Health legislation, Occupational Act: Health & Safety, Ontario Human Rights Code, Criminal Code of Canada and of the court system, Youth Criminal Justice Act, Child, and Family legislation.
 - Understanding of Mental Health Policy.
 - Knowledgeable of community agencies and resources.
 - Excellent interpersonal and communication skills.
- **Language requirements:** Fluency in English is essential. Advanced conversational French is essential for 40% of these positions. Priority will be given to candidates who are bilingual in French and English as per our French Language Service Plan.
 - **Registration and/or Certification is required:**
 - Option a)** Registration, in good standing, with a regulating professional body (e.g. OCSWSSW), or working towards registration
 - Option b)** Certification, in good standing, with a professional certifying organization* within health or social service fields (e.g., CPRRP from PSR Canada), or working towards certification.

**Organization must have a written code of ethics, core values and standards that are consistent with those of CMHA-S/M. Certification must require members to meet a core set of competencies, have a requirement for continuous learning to maintain certification and be approved by CMHA-S/M.*

JOB SPECIFIC COMPETENCIES

The following competencies are required for this position:

Teamwork and Collaboration	Expresses positive expectations of others in terms of their abilities, expected contributions and responsibilities. Speaks of team members in positive terms. Is looked to by team members as a valuable source of information.
Integrity	Upholds clear ethical standards that are broadly respected within the agency and with outside partners. Holds self-accountable for professional behaviour. Is able to make thoughtful judgements and reasoned decisions when ethical standards are in conflict.



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Building Relationships and Partnerships

Develops a long-term collaborative relationship with stakeholders with the explicit intent to share information/resources and advance the program. Seeks input and participations from community members regarding property changes and initiatives. Calls on relationships in times of needs but also responds expediently to requests of others.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.