



# Tehsakotitsén:tha

## Kateri Memorial Hospital Centre

P.O. Box 10, Kahnawake, QC J0L 1B0

Tel: (450) 638-3930 Fax: (450) 638-4634

[www.kmhc.ca](http://www.kmhc.ca)

### Internal/External Job Opportunity

*Kateri Memorial Hospital Centre is located in the vibrant Mohawk Territory of Kahnawake. We have a 73-bed inpatient facility in a homelike environment and extensive outpatient services. KMHC is dedicated to strengthening the health and well-being of Onkwehshon:’a (people) and providing quality health and preventative care services.*

**POSITION** **Social Worker - Outpatient Care Unit**  
Indeterminate Full-Time – 35 hours per week

**JOB SUMMARY**

As a member of the multi-disciplinary team, the Social Worker will provide Social Services to the clientele of the Outpatient Care team.

**REQUIREMENTS** Bachelor’s Degree in Social Work  
Familiarity with the Health and Social Service Network of Quebec  
Membership and in good standing with the Ordre des travailleurs sociaux et des thérapeutes conjugaux et familiaux du **Québec (OTSTCFQ – Professional Order of Social Workers of the Province of Quebec)**  
Minimum three (3) years of experiences as a Social Worker in a hospital setting

**SALARY** In accordance to the Quebec Ministry of Health and Social Services (MSSS) reference Code 1550, Group 703:  
**Echelon 1 \$29.50 to Echelon 18 \$52.28 per hour**, depending on experience

**DEADLINE** **Open Until Filled**

**APPLICATIONS** **Please submit the following documents:**  
✓ Completed Application Form  
✓ Letter of Intent  
✓ Resume  
✓ Proof of Educational Requirements

**You can find the following documents on [www.kmhc.ca/careers](http://www.kmhc.ca/careers):**

- Job Description
- Privacy Waiver

**Submit applications to:**

[kmhc.hr.kahnawake@ssss.gouv.qc.ca](mailto:kmhc.hr.kahnawake@ssss.gouv.qc.ca)

*Please note that preference will be given to Indigenous candidates.  
Incomplete submission packages will not be considered.*

*\*Please note only selected candidates will be contacted.*



<b>TITLE:</b>	Social Worker
	Group 703 Code 1550
<b>DEPARTMENT:</b>	Inpatient Care Services
<b>SUPERVISOR:</b>	Manager of Outpatient Care
<b>STATUS:</b>	Indeterminate Full-Time
<b>EFFECTIVE DATE:</b>	June2023
<b>REVISION DATE:</b>	

## GENERAL RESPONSIBILITIES

As a member of the multi-disciplinary team, the Social Worker will provide Social Services to the clientele of the Outpatient Care team.

## RESPONSIBILITIES

- Liaison to other services within KMHC, other Kahnawake organizations and other external services.
- Provides support to clients/families and staff to meet the needs of OPC clients.
- Has attitudes and behaviours which assure the provision of safe care and services
- Is vigilant and takes responsibility to ensure a safe environment for all
- Declare all risk situations, near misses or accidents that are witnessed or discovered on KMHC premises
- To foster an approach to care that is respectful, compassionate and culturally appropriate and competent, responsive to the needs, values, beliefs and preferences of clients and their family member, supporting mutually beneficial partnerships between clients, and health care providers
- Work in an environment that honours the wisdom of Indigenous beliefs, language, culture and traditions

## MAJOR FUNCTIONS AND DUTIES

- To conduct Social Service intake clients and/or families for the purpose of evaluating the need for service, the nature of the problem and resulting in the formulation of recommendations and appropriate treatment plan
- To engage in initial and ongoing social work and multi-disciplinary treatment plans with clients and/or families
- Provide support and encouragement to the client and family during all processes
- Provide counseling of clients and families in adjusting to the social and emotional consequences of illness, and loss
- Help clients maximize their financial supports (e.g. determining if a Kahnawake Social Assistance Program medical form could change their income meaningfully, advising them on other supplements, they could be eligible for, etc.)

- Help more vulnerable people with certain forms (i.e. renew a medical care card, insurance, completing victim impact statements, etc.)
- Support people in finding resources to negotiate issues like workplace harassment, making official complaints, dealing with eviction or housing complaints, etc.
- Direct to community resources (e.g. respite services, housing options, cancer support groups, transport support, Meals on Wheels, food baskets, etc..) both in Kahnawake and nearby
- Act as a liaison between KMHC and other health and social services organizations to ensure seamless service for the client.
- Support acute mental health distress events with brief therapy intervention
- Provide community accessible workshops - e.g. financial literacy, dealing with legal issues, food budget, organizing grocery shopping, etc.
- Provide staff workshops (updating on community resources, sensitizing providers outside of the community on needs of community members...)
- To collaborate closely with the multi-disciplinary team to ensure comprehensive client care; to sensitize multi-disciplinary colleagues to the psychosocial aspects of illness and disability; to provide consultation to the team on psychosocial issues
- Advocate for clients' needs and rights within the hospital and healthcare network
- Participate in the assessment of social service needs
- Identify gaps in the network of resources for assigned patient populations and services
- Participate in hospital and organizational committees to plan and provide overall hospital services, as required
- Manage a caseload and meet administrative requirements with regards to registration, recording, completion of statistics and any other reports necessary to document workflow and to facilitate communication
- Organize family meetings when necessary
- Liaise with community resources, including the Mohawk Council of Kahnawake (MCK), Indigenous Services Canada (ISC), Kahnawake Shakotia'takehnhas Community Services (KSCS), Turtle Bay Elders Lodge, Independent Living Center, Jordan's principle

## **QUALIFICATIONS/REQUIREMENTS**

### Education/Experience:

Bachelor's Degree in Social Work

Familiarity with the Health and Social Service Network of Quebec

Membership and in good standing with the Ordre des travailleurs sociaux et des thérapeutes conjugaux et familiaux du Québec (OTSTCFQ - Professional Order of Social Workers of the Province of Quebec)

Minimum three (3) years of experiences as a Social Worker in a hospital setting

### Other Qualifications:

Proficient in English and French

Demonstrated ability to function independently in treatment and assessments

Ability to be flexible and sensitive to a changing community approach to social service delivery

Able to work flexible hours

Demonstrated ability to communicate effectively with Indigenous people, including sound knowledge and understanding of issues impacting mental, emotional, physical and spiritual health in contemporary society

The commitment to learn about Indigenous culture and language to better understand and serve the clients

*The employee shall perform the services outlined in the above job description, including any related or incidental duties and responsibilities that may be assigned to him/her at any given time.*

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Incumbent

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Date

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Manager