



Provincial Job Description

TITLE:
**(325) Community Health Worker -
Methadone Program**

PAY BAND:
10

FOR FACILITY USE:

SUMMARY OF DUTIES:

Acts as a client advocate and provides liaison services between clients and health care professionals for the Harm Reduction Methadone Program.

QUALIFICATIONS:

- ◆ Addictions Counselling diploma

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Basic computer skills
- ◆ Knowledge of addictions, inner-city issues and aboriginal heritage, culture and values
- ◆ Interpersonal skills
- ◆ Organizational skills
- ◆ Communication skills
- ◆ Ability to work independently
- ◆ Valid drivers license

EXPERIENCE:

Previous: No previous experience. Eighteen (18) months on the job to become familiar with contacts within the community, acquire the trust of clients and become familiar with department policies and procedures.

KEY ACTIVITIES:

A. Client Liaison

- ◆ Works with addicts, encouraging them to participate in the Harm Reduction Methadone Program (HRMP).
- ◆ Discusses client concerns with physician.
- ◆ Liaises with professional staff and community programs.

B. Methadone Program

- ◆ Assists with advocacy on behalf of clients.
- ◆ Introduces clients to HRMP.
- ◆ Accompanies clients to the hospital.
- ◆ Tracks absentee clients.
- ◆ Provides ongoing program reports and evaluations.

C. Related Key Work Activities

- ◆ Maintains statistics (e.g., age, gender).
- ◆ Maintains inventory of community resources/programs/agencies (e.g., nutritional, physical, personal support).
- ◆ Facilitates temporary transfers from Correctional facilities.
- ◆ Assists with presentations, education and guest speakers.
- ◆ May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: October 16, 2018