

Family Capacity Building and Support – Groups Coordinator

Reporting to: Director of Supervision and Development and Director of Programs and Services

Location: Serving Clients in Huron & Perth Counties (Offices in Stratford, Clinton & Listowel)

The Huron-Perth Centre is an accredited child and youth mental health centre that offers an employment experience conducive to professional growth and development for all staff. We provide clients and communities with the tools and supports they need to strengthen their mental health and well-being.

Our Vision: Healthy relationships and wellness for all in our community.

Our Mission: Supporting children, youth and families on their mental health journey.

Our Values: positive relationships; stronger together; dignity and self-worth; equity; belonging; hope

What's the Opportunity?

We are looking for a dedicated staff member who will lead our Family Capacity Building services to provide evidence informed individual and group programming for children, youth and families. Supports are provided wherever required: in the office, in the home, in the community and the school. In collaboration with other members of the clinical team, this staff will be responsible for the direct development, implementation, and evaluation of all the Centre's group programming.

Why Work for Us?

The Huron-Perth Centre is the lead agency for children's mental health services in Huron and Perth counties. Our team is committed to the wellness of our clients, each other and to clinical excellence. We care for our staff team by providing guidance and support, professionalism, and respect.

Join us to:

- Work with an exceptional group of staff with the shared purpose of improving the lives of children and youth.
- Grow your clinical lens through work with a diverse team of clinicians
- Provide support to children, youth and their families
- Work closely with community partners to support the needs within our communities

What You'll be Doing:

Clinical Service Delivery

- Deliver skill development group and individual programming which aims to reduce the severity of mental health concerns, strengthen coping and resilience, enhance awareness and understanding of the problem, improve functioning at home, school and in the community and stabilize and transition the individual to less intensive or intrusive treatment services
- Provide short-term respite services for families by providing temporary supportive care for children and youth with mental health problems, allowing families to receive treatment services which supports the child or youth's service plan.

- Provide, on an as needed basis, direct and other related services to children, youth and their families experiencing a wide range of social, emotional, and behavioural difficulties through individual, group, or family interventions in conjunction with community or other HPC program staff
- Facilitate group intervention services using agency approved methodologies, techniques and resources that are informed by evidence.

Program Management

- Coordinate and process all internal and external requests and referrals to the Centre's group program options.
- Participates in program development, and implementation

Case Management

- Collaborate with the client/family, or assigned therapist and integrate information from relevant external sources to support individualized treatment plans or the development of group-based interventions.
- Ensure all client records and statistics are collected and submitted as per program requirements.
- Manage an assigned caseload to provide an effective range of flexible, short-term, and group intervention services and education to clients/families.

Quality

- Prepare for accreditation site reviews and maintain the standards for accreditation.
- Adhere to the Child and Family Services Act, any other relevant legislation, the agency policies and procedures, and Ministry policy directions.
- Maintain professional boundaries with respect to clients, coworkers, and individuals in the community.
- Complies with report/documentation expectations of the Centre
- Participates in Centre evaluation practices
- Participates in Ministry/Agency monitoring, as required
- Participates in appropriate professional development
- Complies with the Centre's Occupational Health and Safety policies and procedures

Other

- Participates and contributes to the Centre's teams
- Initiate and prepare for supervision and provide appropriate information on assigned cases
- Provide consultation support to the teams through active participation in multidisciplinary team meetings
- Support and facilitate student placements to create a relevant learning experience and ensure that the needs of the agency as well as clients/families are met.
- Participate in committees and meetings and represent the agency at community events as required and appropriate to the role, plans and activities.
- All other duties as assigned

What We're Looking For:

- College diploma-preferred Child and Youth Care Worker Diploma, Applied Behavior Analysis, Social Service Worker Diploma or related area of study
- Preferred 2 years of experience in related field
- An understanding of Trauma informed care, coordinated care planning and attachment-based interventions such as Circle of Security Parenting
- Group facilitation experience preferred
- Understanding of youth and family engagement principles
- Working knowledge of Microsoft Windows and Office applications
- Experience with an electronic data system and record keeping
- Strong communication skills-interpersonal, oral and written
- Strong organizational skills
- Valid driver's licence and access to a vehicle including adequate insurance to transport clients
- Respect for all aspects of confidentiality
- First Aid and CPR training
- Safe Management Group Crisis Intervention Training

Anything Else You Should Know?

- 35 hours per week, permanent – Start Date October 2025
- Competitive compensation package
- Flexible work environment, including work from home options, flex time and generous vacation package
- Opportunities for professional growth, development, and greater responsibility
- Travel will be required across offices and Huron & Perth counties
- This role will require flexibility to work evening hours to meet Centre needs
- There may be times when this role is required to work in excess of the normal workweek to meet administrative responsibilities.

Hourly Rate: \$28.16-34.34

Expressions of interest and resumes will be accepted until September 14th, 2025 at 5:00 PM

Please email your expression of interest and resume to careers@hpcentre.on.ca

Please note, interviews will take place the September 22nd and 26th

Huron-Perth Centre values diversity and inclusion in our workforce and our services. We believe that diverse perspectives and backgrounds enrich our performance, our communities, and our employees' lives. If you need any accommodation during the recruitment process, please contact (careers@hpcentre.on.ca) We appreciate the interest of all applicants, but only those selected for an interview will be contacted.