

**Nipissing University**  
**JOB DESCRIPTION**

<b>JOB TITLE:</b>	Dibaadan Counsellor
<b>DEPARTMENT:</b>	Student Development and Services
<b>CLASSIFICATION:</b>	Technologist F
<b>WAGE GRADE:</b>	WG 110
<b>EMPLOYMENT STATUS:</b>	Full-time Support
<b>SUPERVISOR:</b>	Manager, Student Counselling Services

**SUMMARY OF FUNCTIONS:**

Reporting to the Manager, Student Counselling Services, The Dibaadan Counsellor, responds to the specialized mental health needs of Indigenous students at Nipissing University. As a member of the Student Counselling Services team, the Dibaadan Counsellor is responsible for providing specialized wellness services, which include individual and group therapy, sharing of Traditional wellness teachings, facilitation of Traditional Healing Ceremonies, and by coordinating various student development /retention programs. This role also assists the University in its process of Indigenization, by providing culturally appropriate services and assisting Student Development and Services to increase their capacity to effectively support Indigenous Students. The Counsellor participates in both individual supervision with the Manager of Student Counselling Services and peer-supervision with other counselling staff.

**DUTIES & RESPONSIBILITIES:**

**Personal Counselling (65%)**

Adhering to professionally approved standards of practice, the Counsellor is required to:

- Complete intake assessments with individual students
- Accurately assess individual levels of functioning and risk of personal harm
- Establish appropriate intervention plans with the student (in consultation with the Manager as required)
- Provide direct counselling intervention and follow-up to a broad spectrum of social issues relative to the university student population (including high risk clients and in emergency situations)
- Implement therapeutic interventions based Indigenous Wise Practices and psychotherapy methodologies
- Interventions may include Individual/group psychotherapy, Indigenous Traditional Teachings, Indigenous Traditional Healing Ceremony, and other cultural practices as appropriate.
- Develop and maintain appropriate therapeutic relationships with students
- Consult/liaise/advocate with appropriate university and community to facilitate service delivery
- Maintain student records and confidentiality of records as per accepted standards of practice
- Participate in the outcome evaluation of therapeutic intervention
- Participate regular in peer case consultation and individual supervision
- Participate in the evaluation of the effectiveness of the counselling services program
- Participate in program development and facilitation of support groups and other student initiatives
- Participate in the development and incorporation of new research and technology into therapeutic approaches

## **Student Development and Retention**

**(25%)**

- Assess the need and demand for culturally specific student wellness programs and activities
- Develop and implement specialized outreach and prevention events and student development initiatives to enhance wellness for Indigenous students
- Participate in outreach regarding Student Counselling Services and its programs
- Collaborate with the Office of Indigenous Initiatives on student wellness programming
- Develop and collect outcomes measurements regarding the effectiveness of outreach & prevention programming
- Participate in institutional and departmental student retention initiatives, as required

## **Community Development and Capacity Building**

**(10%)**

- Support Student Counselling Services in providing culturally appropriate services for Indigenous students
- Provide training to Nipissing University Employees and community partners regarding mental health, Indigenous Wise Practices, and Culturally appropriate care
- Support Student Development & Services ongoing efforts to increase cultural awareness and competency of staff members (professional and paraprofessional)
- Engage with Student Development & Services programs to support the Indigenization of Nipissing University services
- Develop and maintain positive working relationships with Nipissing employees and community partners
- Represent Student Counselling services at committees and working-groups
- Provide consultation regarding the support needs of University Students

### ***Other duties as assigned***

## **QUALIFICATIONS:**

### **Education:**

A minimum undergraduate degree in social work, B.S.W. (or equivalent) is required. M.S.W.(Masters of Social Work), M.A. (Counselling Psychology), or M.Ed.(Counselling) will be considered an asset. Formal training in counselling theories and their practical application is required. Registration with the appropriate regulatory body associated with the individual's professional discipline is mandatory (ie: CRPO, OCSWSSW, or CPO). Traditional Education in Indigenous Healing methodologies, wise practices, and Healing Ceremonies is required.

### **Training, Experience, Knowledge & Skills Required:**

- One to three years of relevant experience
- Experience working with Indigenous individuals, communities, and organizations
- Experience in on-on-one counselling environment
- Experience supporting young adults with mental health concerns
- Experience using Indigenous Wise Practices and Ceremonies to support Individual with mental health concerns
- Specific coursework and supervised practice in counselling theories, methodologies and their clinical application to individuals and groups
- Demonstrated commitment to ongoing learning and skill development
- Knowledge of the Indigenous best practices for supporting wellness (medicine wheel, smudging, sharing circles, etc.)
- Knowledge of counselling theories and models, crisis intervention, social problems, sociological issues, and psycho-social assessment
- Knowledge of unique challenges faced by Indigenous students and First Generation Students

- Knowledge of community-based mental health treatment, support services and programs
- Ability to develop trust and a positive working relationship with students and stakeholders
- Excellent interpersonal and communication (written and verbal) skills, particularly in working with Indigenous communities and cultures
- Ability to manage time effectively and prioritize tasks
- Engage in ongoing self-reflective practice
- Participate in ongoing skill development activities and trainings
- Strong working knowledge of computer and software applications (MS Office Suite, Internet, E-mail)
- A valid driver's license is preferred.
- A Criminal Reference Check, with vulnerable sector screening is mandatory.

#### **RELATIONSHIPS/CONTACTS:**

**Supervised by:** Manager, Student Counselling Services

**Internal Contacts:** Students, Faculty, Staff

**External:**

- Community Members and Elders
- Support services at Canadore College
- Community service providers (ie: medical professionals, community mental health services, women's centers, social services, Indigenous community services)
- Other post-secondary counselling services and Indigenous services departments

#### **MATERIALS UTILIZED:**

- General Office equipment (computer, printer, telephone, voice mail, internet, email etc.)
- Microsoft Office Suite (Word, Excel, PowerPoint) and specialized database software
- Confidential student records (i.e. psychological assessments, casework records, medical assessments)
- Psychological assessment instruments and screening tools

#### **PHYSICAL / MENTAL DEMANDS & WORKING CONDITIONS:**

- Daily intense mental concentration and observation of students' verbal and non-verbal behaviours
- Ability to maintain sensitivity to, and cope with, information which may be traumatic or highly confidential.
- Some occasional evening, and weekend work may be required

**I have read my position description and it has been reviewed with my supervisor. I understand what my duties and functions are, and I will carry out all of my responsibilities as herein described.**

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Employee Name (please print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

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**Approvals**

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

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Human Resources Representative

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Date