



**PROVINCE OF BRITISH COLUMBIA  
MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT  
JOB DESCRIPTION**

**JOB TITLE:** Mental Health Support Worker  
**CURRENT CLASSIFICATION/GRID:** Nurse 4  
**CHIPS #**

**NOC CODE:**

**JOB TITLE OF IMMEDIATE SUPERVISOR**  
**SUPERVISOR'S CLASS/GRID**  
**CHIPS #**

**BRANCH** Child & Youth Mental Health  
**DIVISION** Provincial Services Division  
**LOCATION**

**PURPOSE OF UNIT:**

The Child and Youth Mental Health Program provides specialized mental health assessment and treatment services to children, youth and their families when the child or youth are suffering serious emotional, psychological, behavioural and/or psychiatric illness. Specialized services also include community development, consultation, coordination, education, and contract management.

**PURPOSE OF JOB:**

Under the direct clinical supervision of a Mental Health Team Leader/Coordinator with CYMH clinical expertise, and as appropriate, the clinical direction of a qualified CYMH clinician, works as a member of a multi-disciplinary Community Mental Health Team. In coordination with other community agencies and professionals, provides a range of mental health services, including: counselling support and education to children, youth and families; liaison with community agencies, schools, hospitals, and other MCFD programs; involvement in community education, development, coordination and prevention/early intervention programs.

**JOB DUTIES AND TASKS:**

**75%**

1. Under the direct clinical supervision of a Mental Health Team Leader/Coordinator with CYMH clinical expertise, and as appropriate, the direction of a qualified CYMH clinician, provides a range of mental health services to children/youth with serious emotional/behavioural disorders, their families and caregivers:
  - a) Assists in the systematic collection of pertinent client and family assessment information using a bio-psycho-social framework
  - b) Provides counselling support and education to children/youth and their families, including children/youth who have a serious mental illness, to promote optimal health
  - c) Maintains basic knowledge of psychotropic medications as prescribed by a physician, maintaining an awareness of the effects of such medications
  - d) Monitors psychotropic medication (and occasionally administers medication as required)
  - e) Assists families and other relevant caregivers of such children in methods of coping and management in relation to their child's mental health condition that are consistent with their documented treatment plan, including parenting groups, stress management, problem solving, conflict resolution, effective communication, social skill enhancement,

- side effects and use of psychotropic medication, as well as working with other systems of care.
- f) Assists mental health clinician(s) in carrying out, monitoring and evaluating treatment and or/care plans relative to counselling support and education
  - g) Liaise with community professionals
  - h) Maintains appropriate clinical/client/administrative records.

**15%**

- 2. Under the direct supervision of a Mental Health Team Leader/Coordinator with CYMH clinical expertise, and as appropriate, the direction of a qualified CYMH clinician, participates in the delivery of an educative service from a nursing perspective to community agency staff and other service providers who provide services to children and youth with emotional and behavioural disturbances, including schools, foster homes, child protection, day-care facilities, infant development programs, family centres, probation offices, hospital staff and other health care workers:
  - a) participates in information/education sessions
  - b) participates in workshops
  - c) encourages the development of mutual support forums

**5%**

- 3. Through local committees and advisory structures and in collaboration with other agencies, community professionals and regional authorities, participates in the ongoing planning, development, evaluation and modification of a comprehensive range of services including prevention programs for children and youth.

**5%**

- 4. Performs other duties as required.

## QUALIFICATIONS FOR THIS POSITION

### **Education:**

Licensed to practice nursing in the Province of British Columbia under the College of Registered Nurses of British Columbia or the College of Registered Psychiatric Nurses of British Columbia; a Diploma in Nursing or Psychiatric Nursing

### **Required experience:**

Minimum three years clinical experience working in child and youth mental health services, with responsibility for providing community based mental health services.

### **Knowledge:**

- Basic understanding of child and youth psychological, social and cognitive development
- Basic understanding of major behavioural, emotional and mental health problems and disorders of children and youth
- Well established and evidence based counselling support and education methods and their appropriate applications
- Psychotropic medications used with children and youth and their side effects
- The impact of physical health conditions on mental health of children and youth
- Professional ethics and approaches to resolve ethical dilemmas in the work with clients.
- Integrated Case Management

### **Skills and Abilities:**

- Provide assessment and treatment planning related to counselling support and education needs under the direct clinical supervision of a Mental Health Team Leader/Coordinator with CYMH expertise.
- Ability to administer psychotropic medication and monitor possible side effects.
- Skills in suicide assessment/crisis intervention.
- Ability to apply professional ethics to the general work situation.
- Ability to work within the continuum of child and youth mental health services in the province and to liaise and work co-operatively with community personnel including physicians, schools, hospitals, other programs, agencies, etc. and to provide effective community consultation and education related to child and youth mental health issues.
- Ability to prepare and deliver appropriate clear and concise communications, both orally and in writing to a range of internal and public audiences.

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The following knowledge factors must be learned on the job within the first six months and will be assessed through the individual Employee Performance and Development Plans:

- Knowledge of the Child and Youth Mental Health Plan for British Columbia and related mental health service delivery systems in the province.
- Knowledge of community, regional, cross regional, and provincial child and youth mental health services including how to access/refer clients to available resources.
- Knowledge of relevant legislation including British Columbia's: Mental Health Act, Infants Act, and Freedom of Information & Protection of Privacy Act.

Salary will be based on child and youth mental health experience, knowledge, skills and abilities, and your training requirements.

**LIMITATIONS:**

This position is not suitable as a single Mental Health position on an integrated team or a one person office

**NOTE:**

Transportation arrangements must meet the operational requirements of the ministry.

May be required to use own vehicle on an expense account basis

Will be subject to satisfactory reference check, as well as criminal records review and police record checks