



## Internal Job Posting

<b>Job Title:</b>	Day Treatment Counsellor
<b>Job Type:</b>	Full-Time, Contract ending March 31 <sup>st</sup> , 2027 with possible extension
<b>Location:</b>	Niagara Region
<b>Hours of Work:</b>	35 hours/week, with some evening hours
<b>Hourly Rate:</b>	\$28.50 - \$35.02 per hour
<b>Reports To:</b>	Director of Intensive Programs
<b>Posting Date:</b>	Monday April 27 <sup>th</sup> , 2026
<b>Closing Date:</b>	Monday May 4 <sup>th</sup> , 2026 at 4:00 pm

### Job Description - Day Treatment Counsellor

#### Position Summary

The Day Treatment Counsellor's provides services to clients interested/participating in the agency's Day Treatment program. The Counsellor's primary responsibilities include; facilitation of structured curriculum, process groups and providing individual counselling.

#### Qualifications

- A relevant degree plus two years of addiction counselling or a relevant diploma with 5 years of addiction counselling.
- Registered or in the process of registering with a regulatory college (i.e. Ontario College of Social Workers and Social Service Workers and College of Registered Psychotherapists of Ontario)
- Training in DBT, CBT and/or Solution-Focused Therapy would be considered an asset.
- Experience working in a trauma informed care setting.
- Current First Aid and CPR certification, preferred.
- Current criminal record check.
- Valid Driver's license and insurance.
- Experience using CRMS database.

#### Skills and Abilities

- Demonstrated ability to work co-operatively with a range of clients and negotiate effectively within a team of service providers.

- Effective written and oral communication skills, advanced electronic ability including ease and comfort with electronic clinical files and Microsoft office.
- Problem solving, advocacy, diplomacy and assessment skills.
- Develop and treat modules of specific topics supporting recovery, as outlined by day treatment curriculum.

### **Details of Position/Hours of Work**

Regular work week is 35 hours/week, with evening work as required, including facilitating aftercare programming one evening per week.

### **Compensation & Benefits**

CASON offers a supportive work environment and a competitive benefits package that prioritizes employee well-being, financial security, and professional growth, including:

- The salary range is \$28.50 - \$35.02 per hour, based on education and experience.
- Comprehensive health and dental benefits available after 3 months, including extended health care, prescriptions, dental, vision, paramedical services, travel insurance, gender affirmation care, long-term disability, life and AD&D, and an Employee Assistance Program (EAP).
- Employer-matched pension plan after 6 months (3% employer contribution matched with 3% employee contribution), with optional voluntary contributions and access to a Financial Advisor.
- Professional support, including coverage of regulatory college fees (OCSWSSW and CRPO).
- Generous paid time off, including 2 weeks' vacation to start (increasing to 3 weeks after 1 year), 16 paid health days, and 2 personal days annually.

### **Duties and Responsibilities**

#### **1. Day Treatment Services Group:**

- Facilitate structured content and process groups.
- Utilize effective group management techniques and presentation styles.
- Be familiar with program rules and follow standard procedures for managing and discharging participants.
- Conduct individual counselling sessions, the frequency and length of sessions may vary depending on the client's needs and program format.
- Maximize clients' participation in treatment, community services and events and actively promote self-efficacy.
- Counselling includes brief intervention, lifestyle and personal counselling to assist individuals to develop skills to manage substance abuse and/or gambling and related problems, and/or maintain and enhance treatment goals.

#### **2. Client Liaison/Advocacy**

- Intervene on client's behalf, as requested or indicated, with other agency staff or other community services.
- Ensure clients are informed of privacy, confidentiality, client rights and responsibilities.
- Maintain or preserve a professional counselling relationship between the client and assigned counsellor.

#### **3. Administrative**

- Maintain a complete, accurate and comprehensive clinical record of each client contact.
- Report statistics about clinical activities using designated agency format.

- Complete monthly, annual and other reported documentation as required in a punctual and comprehensive manner.
- Maintain client files according to agency policy and procedures.

#### **4. Team and Organizational Responsibilities**

- Work closely and in collaboration with other Day Treatment program members at CASON.
- Attend Day Treatment team meetings and regular supervision with Director of Intensive Programs ongoing as scheduled.
- Liaises with community partners and other agencies in a manner that promotes the agency's reputation and facilitates quality care for shared clients.
- Participates in agency work delegated to committees related to staff development, program planning, social activities, community information, etc.
- Ensure client and family rights are respected and addressed in accordance with legislation and the agencies policies and procedures.
- Ensure safety and well-being practices are implemented; this includes being knowledgeable of Universal Care precaution practices, emergency systems and procedures in dealing with crisis situations, communicable diseases, and duty to report.
- Shares information and constructive observations with colleagues that promote clinical and administrative activities of the agency, including peer review and consultation.
- Commitment to research investigations, pilot projects, etc. that may be undertaken by the agency.
- Helps ensures the organization and program objectives are met.
- Participates in public education, placement student mentoring, professional development activities, program development, planning groups, etc., as appropriate or assigned.
- Demonstrates interest in the broad field of health care and the specific fields of substance abuse, problem gambling, concurrent disorders, and supportive housing.
- Works harmoniously with colleagues, including not behaving in ways that are likely to be offensive in any manner to others and confronting such behaviours by others.
- Conducts self in a responsible, professional manner.
- Perform other duties that may be assigned from time to time.

#### **Application Process:**

**Please e-mail applications to Meaghan O'Connor, Finance & Human Resources Generalist,  
[moconnor@cason.ca](mailto:moconnor@cason.ca)**

**Please include a cover letter and resume**

*Community Addiction Services of Niagara is an equal opportunity employer who welcomes and encourages applications from Niagara and surrounding communities. All applications from qualified individuals of all ages, gender identities, cultural, racial, ethnic and religious backgrounds, sexual orientations and abilities are welcomed and encouraged. We are committed to fostering an inclusive, barrier-free and accessible environment. CASON aims to dedicate resources to develop, honour and support all staff within their programs, especially those who experience multiple and intersectional forms of oppression.*

*If you have been contacted for an interview and require accommodation to ensure equal participation, please advise us what you may require in respect to materials or processes to ensure we can meet your needs.*