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## POSITION DESCRIPTION

**POSITION TITLE:** MENTAL HEALTH CLINICAL SPECIALIST

**DEPARTMENT:** MENTAL HEALTH

**CLASSIFICATION:**

**UNION:** OUT OF SCOPE

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## REPORTING RELATIONSHIPS

**POSITION REPORTS TO:** REGIONAL DIRECTOR, MENTAL HEALTH & CRISIS SERVICES

**POSITIONS SUPERVISED:** NOT APPLICABLE

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## POSITION SUMMARY

Reporting to the Regional Director of Mental Health & Crisis Services, the Mental Health Clinical Specialist addresses key clinical issues by providing clinical expertise and leadership in the areas of clinical practice, consultation, inter-professional collaboration, performance management, education and training, program planning and research.

The Mental Health Clinical Specialist provides leadership in promoting and maintaining excellence in the delivery of relevant, evidence based case management interventions within the mental health program.

The position of Mental Health Clinical Specialist functions in a manner consistent with, and supports the Mission, Vision and Values of the Interlake-Eastern Regional Health Authority.

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## ESSENTIAL FUNCTIONS AND DUTIES

Function and duties include but are not limited to the following:

### Clinical Practice Leadership

- Provides clinical leadership to the Mental Health Program by inspiring a shared vision of clinical excellence, organizing activities to achieve this goal including clarifying values, forging agreements around common principles and ideals, and modelling the way.
- Provides clinical expertise and comprehensive knowledge in the delivery of interventions.
- Provides clinical leadership through active participation in the evaluation of Mental Health Program in conjunction with Clinical Team Managers.
- Participates in clinical support activities including quality assurance and improvement, standards development and risk management.
- Participates in the leading of the development, implementation, evaluation and monitoring of clinical practice and operational policies & practice guidelines.
- Ensures all practice is consistent with relevant legislation and professional standards and policies of the Interlake Eastern Regional Health Authority (IERHA).
- Organizes opportunities for staff to discuss their clinical practice as a team.
- Assumes a leadership role on the Regional Mental Health Leadership Team and implementation planning committees as required.
- Participates in a variety of networks, partnerships and committees to promote clinical knowledge and contributes to effective service delivery.

### Clinical Consultation

- Demonstrates clinical competency and expertise in a variety of clinical interventions.
- Assists staff in the development of critical thinking and problem solving and the application of concepts to their clinical practice.
- Develops innovative approaches for complex practice issues.
- Provides direct consultation to the Mental Health Program and Clinical Team Managers on specific client situations.
- Provides consultation to Clinical Team Managers related to planning, development and quality assurance of service delivery and supervision.
- Facilitates collaborative consultation to other service providers to address complex client situations.
- Plans with staff to identify priorities and outcomes for clinical interventions.
- Advocates for and assists in developing or establishing resources to meet client needs when gaps exist in the services system, using their understanding of the service system to involve appropriate persons to problem solve.

### Clinical Support & Consultation

- Organizes and delivers regularly scheduled clinical support/consultation sessions/opportunities for staff to reflect on their practice in a supportive developmental and nonjudgmental environment.
- Facilitates the clinical development of learning goals and a plan with which to achieve these goals.
- Assists staff in undertaking clinical activities, e.g. reading current literature, videotaping, audio taping, co-visiting.
- Is prepared to engage in a variety of consultation activities, observation, provision of feedback, role playing, coaching and demonstrating.
- Customizes learning activities to meet the clinical needs consistent with their learning style.
- Maintains written documentation of consultation sessions.

#### Clinical Performance Evaluation

- Provides Clinical Team Managers with information and guidance relevant to staff development needs and performance issues, and participates in the performance management process as required.

#### Inter-Professional Collaboration

- Promotes inter-professional collaborations by ensuring clinical staff receive training and mentoring in the core competencies:
  - role clarification
  - team functioning
  - conflict management
  - collaborative leadership

#### Program Planning, Analysis and Evaluation

- Participates in strategic and program planning.
- Participates in policy & procedure development, practice guidelines etc.
- Participates in the evaluation of program practice.
- Interprets clinical practice and processes to staff, clients and the public.
- Assists in the selection and monitoring of indicators of performance, compiling evaluation information, benchmarking and comparing results of evaluation.
- Collaborates with counterparts in other sectors to address changing health issues and practice requirements.
- Participates in ongoing quality and accreditation process as required.

#### Education, Teaching and Learning

- Provides leadership in the area of clinical practice including participation in the design, implementation and evaluation of staff learning needs assessment and educational strategies and activities, i.e. develop & maintain staff orientation manuals/packages
- Collaborates with other members of the mental health service system in the building of a continuous learning environment and the coordination of staff training/development and practice enhancement.
- Facilitates, coordinates and/or participates in the development and presentation of educational programs and conferences (i.e. ASIST; MHFA coordination)
- Provides for the dissemination of current information and theories necessary for the advancement of clinical practice.
- Contributes to the academic programs of educational institutions as requested.
- Provides clinical teaching and field instruction to students including participating on Master practicum or thesis committees.

#### Research

- Promotes a climate of clinical practice inquiry.
- Critically reviews current literature and research articles, communicates and applies clinically significant findings.
- Participates in the initiation, coordination of research projects.
- Collaborates with and develops working partnerships with other disciplines/programs in research related activities.

**OTHER**

- Pursuant to the Regional Health Authority Act, Interlake- Eastern RHA is designated bilingual (English/ French). Accordingly, all employees accept the responsibility to support clients in their official language of choice.
- Performs other duties as assigned.

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RESPONSIBILITIES AND ACCOUNTABILITIES ARE ASSIGNED IN BROAD ORGANIZATIONAL OBJECTIVES. THE POSITION IS SUBJECT TO REVIEW OF GENERAL EFFECTIVENESS AND ATTAINMENT OF OBJECTIVES THROUGH PERFORMANCE MEASUREMENTS.

**PERFORMANCE MEASUREMENTS:**

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**QUALIFICATIONS****EDUCATION/CERTIFICATION:**

- Masters degree in a relevant field required.
- Responsible for maintaining and providing proof of active registration with the appropriate registering body.
- An equivalent combination of education and experience may be considered.

**REQUIRED KNOWLEDGE:**

- Comprehensive knowledge and advanced level of practice in clinical assessment and treatment models including but not limited to: Recovery model, Psychiatric Rehabilitation, Strength Based Perspective, Addiction Disorders, Crisis Response, Case Management, Inter-professional Practice, Motivational Interviewing, prevention and promotion, service coordination and integration, supportive counselling, Trauma Informed Practice, Systems.

**EXPERIENCE REQUIRED:**

- Minimum of four (4) years' clinical practice in community mental health.
- Two (2) years' experience in consultative or supervisory role.
- Skills and experience in staff training and development within a continuous learning environment.
- Experience working with multi-disciplinary staff and promoting inter-professional practice.
- Experience in program planning, evaluation and development.

**SKILLS/COMPETENCIES:**

- Demonstrated leadership, coaching, and mentoring skills.
- Demonstrated inter-professional collaborative team building abilities.
- Demonstrated ability to problem solve in complex situations.
- Demonstrated ability to develop and facilitate processes and partnerships for practice development.
- Demonstrated ability to research, analyze and summarize complex information to determine action required.

- Demonstrated ability to develop and maintain effective working relationships with individuals, and in the context of families, groups and communities.
  - Valid Manitoba's driver's license and access to a vehicle.
  - Given the cultural diversity of the region, the ability to communicate in more than one language would be considered an asset
  - Proficiency of both official languages is essential for target and designated bilingual positions.
  - Completes and maintains a satisfactory pre-employment security check.
  - Satisfactory employment record.
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#### **WORK CONDITIONS**

- The incumbent functions autonomously on a day-to-day basis and manages assigned duties accordingly.
  - Will be required to travel throughout the region as duties may require.
  - Require a road worthy vehicle, a valid driver's license and liability insurance of at least \$1,000,000.00.
  - No hazardous or significantly unpleasant conditions.
  - All health care workers are required to be immunized as a condition of employment in accordance with the Interlake-Eastern RHA Policy GA-13-P-110 Required Immunizations for Health Care Workers.
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#### **WORKPLACE SAFETY AND HEALTH**

The incumbent contributes to making the organization safe for clients and staff and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.

- Provides a safe environment by ensuring the adherence to Workplace Safety and Health regulations and Policies and Infection Control Guidelines. Obeys all safety and health rules and follows recommended Safe Work Procedures. Informs supervisor of any unsafe acts, work conditions, incidents, near misses, injuries or illnesses immediately.
- Demonstrates a working knowledge of Workplace Hazardous Materials Information Systems (WHMIS) and adheres to procedures for handling and storing controlled substances as described in the Material Safety Data Sheets (MSDS). Uses personal protective equipment as required.
- Demonstrates understanding of role and responsibilities in fire prevention and disaster preparedness and participates in safety and health training programs including the health facility's Fire, Disaster and Evacuation Plan.

#### **PATIENT SAFETY**

- Participates in and demonstrates an understanding of patient safety principles and practices into all day to day activities. Follows all safe work practices and procedures and immediately communicates any activity or action which may constitute a risk to patient safety.

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Created: March 2015  
Date

Revised: \_\_\_\_\_  
Date

Approved by: \_\_\_\_\_  
Regional Manager/ Supervisor Date

Approved by: \_\_\_\_\_  
Vice President/ CEO Date

Reviewed by: \_\_\_\_\_  
Vice President, Human Resources Date

*Position descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.*

*All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.*