



**Canadian Mental
Health Association**
York and South Simcoe
Mental health for all

CANADIAN MENTAL HEALTH ASSOCIATION – YORK REGION

VOLUNTEER PLACEMENT DESCRIPTION

Position Title:	Chinese Family Support Group Co-Facilitator (Markham)
Reports To:	Family Education/Support for Depression Supervisor
Location:	Markham
Purpose:	Assists to facilitate Family Education/Support Groups
Reviewed/Revised:	March, 2018

MISSION STATEMENT OF AGENCY

As a leader and champion for mental health, CMHA facilitates access to the resources people require to maintain and improve mental health and community integration, build resilience and support recovery from mental illness.

PURPOSE

Co-facilitate a Family Education/Support and or Support for Depression group in Markham on the first Wednesday evening of each month.

RESPONSIBILITIES AND DUTIES

- Co-facilitates Family Education groups
- Welcomes and greets members as they arrive, and make them feel welcome and comfortable
- Provide orientation to new members
- Develop, support, and/or deliver groups as per unique skills and experience
- Offer clients informal support
- Contributes to the development of the agency/program
- Introduces topics for discussion during groups
- Adheres to CMHA's written volunteer policies and procedures
- Maintains confidentiality with respect to information about clients, family members and others
- Informs supervisor of issues that might interfere with the running of the program, or issues that might interfere with volunteer placement or performance of volunteer role
- Aware of health and safety procedures
- Bring questions to staff as they arise
- Other duties as assigned by the program Supervisor

QUALIFICATIONS

- Ability to speak Mandarin and/or Cantonese
- Good organizational & time management skills
- Lived experience with a family member or personal lived experience
- Ability to work with limited supervision following orientation
- Ability to deal with crisis situations
- Demonstrates good judgment skills
- Demonstrates good listening skills and patience
- Willingness to assist peers & staff of program
- Excellent communication skills, verbal and written
- Works well with others and enjoys helping when needed
- Easily adapts to changing environments and flexibility
- Respectful, compassionate, knowledgeable and resourceful
- Knowledge of Mental Illness and experience in area of mental health is an asset
- Experience with group facilitation is preferred
- ASIS training, Mental Health First Aid training is preferred
- Car and cell phone an asset
- Able to work with other volunteers

COMMITMENT

- Facilitate Family Support group in Markham once a month on Wednesday evening (the first Wednesday of each month).
- A minimum of one-year commitment, 3-5 hours per month
- Attendance at facilitator team meetings every two months
- Completion of Group Facilitation training
- Completion of general orientation and on-the-job training; to be arranged with Supervisor
- Complete a Vulnerable Sector Screening Check.
- Reliable, have a passion for and enjoy working with family members and other volunteers
- Notify program supervisor in advance if you are not able to be present for a group
- Monthly Activity Forms identifying volunteer hours will be completed and submitted to the supervisor for signature at the end of each month

CMHA, York Region Branch supports the recovery of people with mental illness and promotes diversity in the workplace. We encourage consumers, women, aboriginal people, people with disabilities, and members of the LGBT, visible minority and immigrant communities to apply.

To request this posting in an alternate format or to request accommodation in the application process, contact us by email at nbrouillard@cmha-yr.on.ca

While we thank all candidates for their interest, only those selected for an interview will be contacted.