



**Canadian Mental
Health Association**
New Brunswick
Mental health for all

**Association canadienne
pour la santé mentale**
Nouveau-Brunswick
La santé mentale pour tous

Position: Mental Health Consultant

Location: New Brunswick, Preferably On-site, Permanent, Full-Time

About CMHANB

The Canadian Mental Health Association of New Brunswick Inc. (CMHANB) is part of a nationwide, voluntary organization that envisions a country where mental health is a universal human right. CMHANB work is guided by the mission of ensuring that all people in New Brunswick experience good mental health and well-being.

CMHANB is STEADFAST and has long fought to improve the state of mental health in New Brunswick, yet acknowledges that the work is ongoing and remains committed to this important task. CMHANB is INCLUSIVE and strives for all people in New Brunswick to see themselves represented and served by CMHANB. The organization values the voice of those who have experienced mental illness and recognize a diverse range of mental health approaches.

CMHANB is PROACTIVE, with leaders who value action over mere talk, and is committed to innovation and forward-thinking to continually address and improve mental health in New Brunswick. Furthermore, CMHANB is COMPASSIONATE, approaching its mission with empathy, care, love, and kindness.

CMHANB, being COLLABORATIVE, mobilizes and marshals resources, partners, and people to come together to realize necessary changes in our communities and in the mental health system in New Brunswick. CMHANB provides a wide range of services and supports to people who are experiencing mental illness, their families, friends, and the public. One of the core goals of these services is to help people with mental illness develop the personal tools to lead meaningful and productive lives.

Position Description:

This Mental Health Shared Provincial Services Consultant would offer employment services cooperatively with other consultants in the disability sector to ensure a full continuum of support to service providers through New Brunswick, including but not limited to shared provincial services contracted counsellors, WorkingNB and Social Development Counsellors, as well as any other WorkingNB contracted services.

The services offer assistive services to facilitate employment counselling and other employment related services for people who are experiencing mental health concerns or mental illness as a barrier to employment in New Brunswick. The services through this project will include but not be limited to:

- Direct client meetings involving social support, service navigation, and goal development.

- Offering mental health tools to clients such as emotional regulation, behaviour modification, self-compassion, self-esteem building, and other tools depending on client needs.
- Workplace and educational facility crisis intervention support
- Employer in-services
- Assessing and provision of recommendations for mental health related accommodations
- Hiring promotion and employment process support for individuals with mental health concerns
- Workplace visits and assessments
- Educational mental health needs assessments
- Educational mental health accommodation assessments
- Awareness and training for supporting mental health needs in employment and education

Key Responsibilities:

Accommodation Support:

Use research to provide examples of typical mental health accommodations, allow the client to select those most suitable for their needs, and support the client in communicating these suggestions and strategies to their employer.

Workplace Coaching:

Consultant assists individuals with diverse abilities to succeed in their chosen careers by providing personalized, temporary, one-on-one support at the job site. Consultant will collaborate with both the employer and employee to build the skills, confidence, and independence needed to thrive in the workplace.

Employer/Employee Sensitivity Training:

When an individual experiencing mental health concerns or illness is placed in an employment situation, sensitivity training may be required for the client and the employer or workplace. Mental health awareness, as well as stigma reduction training is crucial to providing individuals with a psychologically safe and healthy environment through which they can receive appropriate support and acceptance to best fulfill their job duties. Lack of awareness, bias, and stigma related to mental health in the workplace have proven to be problematic and lead to enhanced challenges for individuals struggling with their mental health, especially at work.

Training, when identified as a need through workplace assessments provided to the employment counsellor, can involve general awareness, workplace application, leader development for mental health support, support strategies, tools and resources. Further training is also available on the consultation and implementation of the 13 principles of psychological health and safety in the workplace. This is relevant and effective with workplace peers or colleagues too as identifying mental health services for coworkers can be paramount in employment retention.

Collaborative Case Management System:

The Mental Health Consultant will work collaboratively through a cooperative network of other consultants in the disability sector to provide services to employment counsellors to meet diverse needs for employment. As we know there is a significant correlation between physical and mental health, this collaborative approach could ensure the most impactful system and continuum of care for employment needs in our province.

Crisis Intervention:

Develop and deliver presentations to prepare workplaces and individuals for potential mental health crises, including recognizing warning signs, implementing prevention strategies, responding effectively, addressing misconceptions, accessing emergency services, and ensuring appropriate follow-up.

The service provider shall focus on **organizations offering employment services to persons with identified disabilities** and track the following key performance indicators:

Workplace and Educational Facility Crisis Intervention Support:

Deliver presentations that prepare workplaces to recognize, prevent, and respond effectively to potential mental health crises, including follow-up and access to support.

Mental Health-Related Accommodations Support:

Research and present mental health accommodation options, support clients in selecting appropriate strategies, and assist in communicating these to employers.

Hiring, Promotion, and Employment Process Support for Individuals with Mental Health Concerns:

Document the number of instances where support was provided to individuals navigating hiring, promotion, and general employment processes.

Workplace Visits and Assessments:

Track the number of workplace visits conducted to assess and recommend improvements for accommodating mental health needs.

Awareness and Training on Supporting Mental Health Needs in Employment and Education:

Monitor the number of training sessions or awareness initiatives delivered to employers, educators, and organizations.

Qualifications:

- University degree in the field of Social Work, Psychology, Counselling, Rehabilitation, or a related human services field is required.
- Minimum one year of experience in mental health, counsellor, employment support, vocational rehabilitation, or disability services is required.
- Experience providing mental health accommodations, crisis intervention, workplace coaching, or employer/employee sensitivity training is highly preferred.
- Demonstrated experience working collaboratively with multi-disciplinary teams and community partners.
- A combination of related work experience and education may be considered.
- Proficiency in both English and French languages is mandatory.
- Excellent working knowledge of skills MS Office 365 / Databases is required.
- A valid Work Permit is mandatory for temporary residents.
- Residency in New Brunswick (NB) or willingness to relocate is mandatory.
- A new Criminal Record and Vulnerable Sector Check is mandatory.
- Access to reliable transportation is necessary to travel within the province.

Core Competencies:

- Interpersonal Relationship
- Networking
- Communication
- Service Orientation
- Self-Development
- Accountability
- Values, Ethics, Integrity
- Equity, Diversity, Inclusion, & Belonging (EDIB)
- Financial Acumen
- Flexibility
- Self-Management and Resilience
- Teamwork and Collaboration
- Leadership and developing others
- Strategic Thinking
- Project Management
- Change Management
- Creative Problem Solving & Decision Making

Knowledge, Skills, & Abilities:

- Deep understanding of mental health conditions, mental illness as a barrier to employment, and disability services.
- Knowledge of evidence-based interventions, emotional regulation, self-esteem building, and behaviour modification techniques.
- Knowledge of enforcing laws, rules, and regulations is required.
- Knowledge of Canadian Standards and Guidelines for Career Development Practitioners, Ethical Code of Canadian Counseling and Psychotherapy Association and use of Standardized and Non-Standardized Career Assessment Instruments.
- Knowledge of the formal NB mental health system, community organizations, and resources, including CMHANB programs, is an asset.
- Ability to lead and motivate groups and/or individuals.
- Familiarity with hiring, promotion, and workplace integration processes for individuals with mental health concerns.
- Skill in recognizing potential mental health crises, developing prevention strategies, delivering preparedness presentations, and coordinating follow-up support for clients and organizations.
- Ability to provide guidance on employment accommodations and educational support strategies for individuals experiencing mental health challenges.
- Ability to develop and deliver mental health awareness, stigma reduction, and sensitivity training to employers, educators, and service providers.
- Ability to apply principles of psychological health and safety in workplace settings.
- Ability to work within a cooperative network of disability and employment consultants, contributing to integrated case management and continuity of care for clients.
- Competence in tracking service delivery metrics, evaluating outcomes, and providing evidence-based recommendations to improve client supports and organizational processes.

- Ability to research mental health accommodations and support strategies, present options to clients, and facilitate implementation in workplace or educational settings.

Other Attributes:

- Passionate about mental health advocacy and community well-being.
- High emotional intelligence and empathy in leadership.
- Commitment to ethical and evidence-based practices.

Working Conditions:

• Work Environment:

- Primarily based in an office setting with flexibility for remote work as needed.
- Occasional travel within New Brunswick to attend meetings, community events, and community partners engagements.
- Collaborative and team-oriented work culture, with engagement across multiple departments and external partners.

• Work Hours:

- Full-time position with a standard workweek of 37.5 hours.
- Occasional evening and weekend work may be required.
- Flexibility in schedule to balance organizational needs with work-life balance.

• Physical & Mental Demands:

- Requires sustained periods of sitting, working at a computer, and attending virtual or in-person meetings.
- Fast-paced environment with multiple priorities, requiring strong time management and decision-making skills.
- Emotional resilience needed when handling sensitive mental health-related topics and high-stakes advocacy.
- High level of accountability, requiring creative thinking and problem-solving.

• Health & Safety Considerations:

- Regular adherence to occupational health and safety policies, especially when attending community sites or working with vulnerable populations.
- Exposure to emotionally charged situations and discussions, requiring strong self-care practices and support mechanisms.

How To Apply:

- Please submit your resume and cover letter in **one PDF file** to careers@cmhanb-acsmnb.ca.
- CMHANB is committed to building a skilled and diverse workforce that reflects the New Brunswickers we serve. As an equal opportunity employer, we actively support workplace equity for all persons, and are committed to including and reflecting the population we serve. CMHANB encourages applicants to identify as belonging to one of the designated groups of the Employment Equity Act. Preference shall be given to those who demonstrate they are among the most qualified as stated above. [Employment Equity Act](#)

We thank all those who apply; however, only those selected for further consideration will be contacted.