



## NON-CONTRACT ROLE DESCRIPTION

JD4825

<b>ROLE TITLE:</b>	Lead, Integrated Child and Youth (ICY) Program	<b>ROLE DESCRIPTION NO.:</b>	4825
<b>DEPARTMENT:</b>	Child, Youth and Family Mental Health Services	<b>HEABC REFERENCE NO.:</b>	18721490
<b>REPORTING TO:</b>	Director or Manager, Child, Youth and Family Mental Health Services	<b>HSCIS CODE:</b>	04080
<b>CLASSIFICATION:</b>	NCEM/Range 8	<b>JOB CODE:</b>	91356

### ROLE SUMMARY

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health) patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Director or Manager, Child, Youth and Family Mental Health Services as assigned, the Integrated Child and Youth (ICY) Program Lead is a dynamic multi-functional administrator role that champions integration of service across the team and community, plays a critical role in ensuring fidelity to the ICY model of care, and leads team integration and cohesion to enable effective provision of mental health and substance use supports to children, youth and families in the applicable service area.

Travel may be a requirement of this position. Transportation arrangements must meet the operational requirements of Island Health in accordance with the service assignment and may require the use of a personal vehicle.

### OVERVIEW OF INTEGRATED CHILD AND YOUTH TEAM PROGRAM

Under the Pathway to Hope, the Province is establishing Integrated Child and Youth (ICY) teams in five communities, defined by school district boundaries, starting in fall 2021 with Maple Ridge-Pitt Meadows, Comox Valley, Richmond, Coast Mountains, and Okanagan-Similkameen. An additional 15 communities will be added over the following three years for a total of 20 communities.

These community-based multidisciplinary teams will coordinate and deliver wraparound mental health and substance use services and supports for children and youth 0-19 and their families. The service delivery will be flexible and outbound, reflecting the preferences of children, youth, and families. Each ICY team will support a cluster of Public, Independent and First Nations operated schools and will include all children and youth within the geographic region, including those who don't attend a school.

Integrated Child and Youth teams are comprised of team members employed by various organizations and ministries with some positions already existing in the region and new positions being added. Core team positions include Integrated Care Coordinators (ICC), Integrated Child and Youth Clinical Counsellors (ICYCC), Child and Youth Mental Health (CYMH) clinicians, youth substance use workers, Indigenous positions, administrative assistants, and youth and family peer support.

Through the collective impact of partners working together in an integrated way, children and youth with mild, moderate, and severe mental health and/or substance use challenges and their families/caregivers will have timely, equitable access to a seamless system of culturally safe and effective interventions that are based on the unique strengths, needs and risks of children, youth and families.

### DUTIES AND RESPONSIBILITIES:

1. Leadership/Management of Team

- Providing on-going leadership and managing integration of ICY multi-disciplinary team members including coaching, mentoring, training, and development of all team members regardless of employer.
- Managing and evaluating performance to improve individual and organizational performance, taking corrective action as needed in accordance with Island Health's policies and procedures; and administering, with support from human resources, the collective agreements of staff in direct reporting relationships.
- Providing practice support to ICY team members.
- Providing expert consultative advice to other health care practitioners and acting as a resource for the assigned clinical operation(s) or service contracts.
- Communicating regularly with employer organizations for on-going collaboration, integration, issues management, and to ensure the mandate of ICY teams is being met.
- Fostering cooperation, collaboration, communication, and harmonious relationships among all team members.
- Providing guidance and direction on the interpretation of Acts, regulations, standards, policy, and procedures.
- Assessing training needs and supporting access to all ICY team members on training opportunities that may be available through partners and in community.
- Delivering ICY onboarding, orientation, and training modules to team members.
- Providing leadership and direction in supervising assigned Island Health staff (hiring, firing, disciplining, evaluating), ensuring Island Health staff development, education programs and training.
- Representing the Employer in a confidential capacity in matters relating to labour relations or personnel.
- Developing and maintaining fidelity of the ICY model of care.

## 2. Coordination & Monitoring Service Delivery

- Ensuring that practice principles, including building resiliency, valuing diversity, and innovating are embedded in ICY team practice.
- Ensuring children and youth requesting service receive a timely response from an ICY team member.
- Ensuring that team members bring an explicit diversity, inclusion and equity lens to service design and delivery.
- Facilitating check ins, team meetings and case reviews with all ICY team members.
- Providing oversight to the establishment of the integrated care plan.
- Ensuring a strengths-based, child/family-centred, culturally safe, and trauma informed approach to care is employed by all team members.
- Supporting ICY team members to ensure the child/youth and family's care plan to ensure that it is appropriate to their needs.
- Overseeing efficient operations, equitable workload distribution.
- Developing and maintaining effective program through Continuous Quality Improvement activities.
- Modelling and ensuring that ICY Team staff provide integrated care while demonstrating confidentiality regarding children/youth, their families and treatment programs.
- Overseeing closing reports through the integrated care plan.
- Overseeing collection of data for monitoring and evaluation.
- Leading the community involvement in evaluation of ICY teams.
- Managing and financial accountability for ICY operational budget and procurement.
- Ensuring compliance with complaint review and audit processes.

- Involvement in ERP / clinical information systems.

### 3. Coordination with Partner Organizations & Community

- Providing oversight and organization of an integrated response around a child/youth and family.
- Facilitating discussion and consensus building among clinicians and practitioners, bringing in other experts and perspectives as needed.
- In consultation and collaboration with community partners in mental health and substance use services, working to ensure an integrated system of care for children, youth and families.
- Collaborating with Indigenous community partners, and internal/external stakeholders including leadership, to realize Island Health's commitment to embedding Cultural Safety and Humility into all levels of Island Health's operations.
- Working in close collaboration with Health Authority leadership, other MHSU leaders and programs both internally and externally to ensure integrated service delivery for children and youth accessing ICY teams.
- Ensuring optimal utilization of mental health and substance use resources by establishing strong partnership linkages, maintaining regular meetings, both within ICY teams and in community, and ensuring that necessary reporting mechanisms and systems are in place.
- Participating in local committees, internal/external case conferences and planning bodies by methods such as leading meetings and/or providing input, facilitating resolution of issues, and advocating the goals and objectives of mental health and substance use services.
- Establishing and implementing program standards of care, protocols, procedures and safety precautions that are consistent with the mission, philosophy and policies of the employer organizations of ICY team members, current legislation and accreditation standards.
- Overseeing and coordinating the day-to-day activities of staff and standards of care; consulting with appropriate clinical leads when necessary.
- Assessing and arranging admission of children, youth and families to ICY services within the context of a coordinated intake process.
- Advocating for and promoting public awareness of ICY teams by overseeing the development of a public education strategy and speaking to the community.

4. Performs other related duties as assigned.

## **QUALIFICATIONS:**

### **Education, Training And Experience**

A level of education, training and experience equivalent to a Master's degree in a relevant health care field such as nursing, psychology or social work with five (5) years' related clinical consultation/supervision, administration, community development, project management experience including understanding and knowledge of Indigenous Health issues, protocols and health needs.

Appropriate required certifications, licenses or professional designations including valid BC Driver's Licence and First Aid.

### **Skills And Abilities**

- Thorough knowledge of a multidisciplinary team approach and the coordination of services in a complex environment and system of care.
- A strong foundation of knowledge and experience in the mental health and substance use field.
- Demonstrated knowledge and ability in related clinical health care practice, education and program planning, development, implementation and evaluation.

Demonstrated knowledge and understanding of Indigenous cultural practices and beliefs with reference to mental

- health and substance use.
- Strong leadership and people management skills with the ability to motivate and lead ICY Teams who are employed across various organizations.
- Strong oral and written communication skills.
- Ability to lead and promote team building while understanding that decisive action is required.
- Ability to find creative solutions to problems and to develop alternative strategies to support quality improvement initiatives.
- Ability to assess training needs and facilitate training opportunities that may be available through partners.
- Provides ICY Core Module training as teams are being established and ensures new team members are trained in ICY framework and practices.
- Positive problem-solving skills in a dynamic work environment.
- Strong planning, critical thinking and analytical skills.
- Computer proficiency in areas such as client/patient information, electronic scheduling systems and office suite software such as e-mail. Ability to work with computer technology on a sophisticated level.
- Extensive knowledge and ability to direct quality assurance processes, professional development and professional competency issues.
- Background knowledge in the field of addictions and clinical practice including familiarity with trauma informed practice, motivational enhancement and client-directed, outcome informed methodologies.
- Ability to lead in the areas of program and community development.
- Proven ability to manage and supervise a professional team including all related human resource functions.
- Physical ability to perform the duties of the position