



## **JOB POSTING: ADDICTION SERVICES CENTRAL ONTARIO**

### **JOB POSTING 2025.17FT**

#### **REGISTERED PRACTICAL NURSE – ADDICTIONS WITHDRAWAL MANAGEMENT SERVICES** and providing support to other teams, programs, and services as needed

#### **Permanent Full-time – 1 Position**

**Addiction Services Central Ontario (ASCO)** is a charitable, community-based addiction and mental health organization with its main office located in Aurora, Ontario and provides programs and services in York Region, South Simcoe and some parts of Toronto.

ASCO unites to support individuals to achieve their goals by offering hope and promoting well-being. Addiction Services Central Ontario takes pride in its passion for client service. Each day presents new opportunities to demonstrate leadership and expertise in addictions to the community. ASCO embraces a holistic, biological, psychological, social and spiritual approach to addiction. A holistic approach places the person at the centre. The agency uses a harm reduction approach in addiction treatment and equally respects individuals who choose abstinence or harm reduction. ASCO's three strategic priorities are: Develop Our People, Drive System Leadership in Integrated Care and Advance Clinical and Operational Excellence.

ASCO is seeking a highly motivated and energetic individual for the position of **Registered Practical Nurse (RPN)** supporting the Addictions Withdrawal Management Services program and other teams, programs and services as needed.

The RPN will conduct client assessments and implement treatment plans according to the needs and preferences of each client. The Registered Practical Nurse (RPN) will co-ordinate nursing services that individuals require for substance use disorders and will focus on Community Clinics and/or RAAM and may be responsible for providing coverage in other addictions medicine programming within ASCO. The RPN will work as part of the multi-disciplinary team which includes medical (physicians/nurse practitioners, nurses) and non-medical staff (Addictions Counsellors/Case Managers/Peer Support Workers, Information/ Referral/Intake, Admin), and will work in a harm reduction context. Care may be provided with or without the aid of drug therapy and/or other medical interventions. Additional support such as discharge planning and early recovery education is provided. This position provides services in various capacities to ensure we meet the needs of clients where they are located.

Addictions Withdrawal Management provides assistance with voluntary withdrawal from alcohol and/or other substances for clients who are under the influence of these substances and/or in withdrawal or otherwise in crisis directly related to these substances. Addictions Withdrawal Management provides comprehensive, inter-professional, holistic outpatient addictions care for clients and their families affected by substance use, generally alcohol and opioid use disorders.

With the evolving nature of Ontario's health system through the establishment of Ontario Health and Ontario Health Teams, this position will be involved in collaborating with other organizations to ensure a seamless transition of services for people being served.

The position to be filled is 1 Permanent Full-time position, for 35 hours per week, with a minimum of **two evenings per week**. Weekend work is also expected (i.e. some Saturdays). The hourly wage rate is \$29.36. This position is within the Bargaining Unit.

This position will be based out of the Aurora office and reporting to the Assigned Supervisor.

ASCO is required to follow all public health and provincial directives as well as of those of our Ontario Health Team partners as related to the pandemic and other health issues that may come forward, including but not limited to vaccination requirements.

### **Why work at ASCO?**

- 15 days' Vacation to start (accrued monthly); 4 weeks (accrued monthly) after one (1) year of continuous service
- HOOPP Pension Plan for Permanent Full-time and Part-time staff
- 3 Flex Days to be taken throughout the year
- 15 days' Paid Personal time (accrued monthly)
- Education Allowance provided up to \$300 per fiscal year
- 5 Education Days per fiscal year provided for personal and professional development
- Comprehensive Benefits package
- Employee Assistance Plan
- Various employer-paid training programs
- Mileage reimbursement when required
- Free on-site parking
- Perkopolis Membership available

### **Responsibilities include but are not limited to:**

#### **Policies, Procedures, Legislation and Professionalism**

- Is familiar with, and committed to the organization's Vision, Mission, and Values.
- Demonstrates understanding of, and adherence to organizational policies and procedures.
- Follows all health and safety policies and procedures as per our Health & Safety Program and actively maintains a healthy & safe work environment through both actions and words.
- Contributes to the overall professional appearance of work site.
- Functions in accordance with relevant professional standards of practice.
- Regularly updates professional knowledge through educational events, workshops, and profession related reading and training.
- Takes part in regular supervision with the Nurse Practitioner and Nursing Supervisor, providing necessary information for review of client files and discussion of appropriate interventions, and sets professional goals where required related to skill and knowledge acquisition.
- Engages in regular performance reviews and provides feedback concerning own performance.
- Accepts direction from the Nurse Practitioner and Nursing Supervisor and provides feedback concerning client and service issues.
- Follows proper reporting procedures for actual or potential accidents and/or incidents to ensure follow-up and prevention.

#### **Direct Client Service**

- Assessments, evaluations, planning and revision of client care.
- Ensures all client paperwork is completed according to standards of the clinic and agency requirements.
- Performs delegated independent nursing functions using established procedures, policies, guidelines and standards.

- Performs selected tasks related to client care and the client's environment in a safe manner.
- Provides psycho-educational support and collaborate with clients to develop safety plans.
- Performs nursing assessments and ASCO intake assessments, as required.
- Carries out Nurse Practitioner and Nursing Supervisor and/or physician orders accurately within the RPN scope of practice.
- Identifies and reports irregularities in client care to the appropriate supervisor for next steps.
- Records client status and treatments using the appropriate format.
- Ensures client care is provided with an Anti-Oppression and Anti-Racism (AOAR) framework and through an AOAR lens
- Understands all legal and policy implications of recording information accurately and adhere to all privacy legislation and regulations and agency policies, protocols, guidelines and procedures.
- Submits and updates records of all client information correctly and in a timely fashion, as per agency protocols.
- Assures that equipment used is well maintained, used appropriately, tracked and returned.
- Monitors all client care and its effectiveness and makes recommendations for improvement through treatment planning.
- Demonstrates ability to observe boundaries, engage in appropriate emotional regulation.
- Assists in promoting and planning strategies that promote healthy life-style, self care and disease prevention.
- Participates in scheduled meetings and staff development training.
- Establishes collaborative partnerships with clients that involve non-judgmental listening and client-directed goal setting that fosters independence, self-determination, competence and hope, by employing strengths-based principles and practices.
- Provides information about community resources to clients, and with their permission, family and significant others.
- Possesses knowledge of Opioid Agonist Therapy, including Methadone, Buprenorphine (Suboxone), and slow-release oral morphine treatment.
- Possesses knowledge of anti-craving medication for substance use disorders.
- Possesses the ability to work in a harm reduction context.
- Sees clients with substance use issues and concurrent disorders at the clinic with or without scheduled and urgent appointments, during regular and extended hours.
- Drive/Operate and provide services on the Mobile Rapid Access Addictions Medicine (M-RAAM) unit, when assigned.
- May be responsible for providing coverage in other addictions medicine programming within ASCO.

### **Client Safety**

- Provides appropriate support to clients who have reported actions that are contrary to the Health & Safety program, or who have engaged in actions that are contrary to the program.
- As applicable, works with clients to identify safety issues, and develop prevention and response strategies.
- Provides crisis intervention to clients when needed.

### **Documentation**

- Maintains timely and comprehensive documentation of plans, summaries, client contacts and interventions and any other client issues in clients' files, including in agency databases and information management systems.
- Maintains clear and concise client records that are based upon facts and observations, avoiding opinion or subjective conclusions.
- Performs and submits monthly data collection on statistical trends, patterns and demographics at various RAAM Clinics.
- Maintains all clinical records and reports consistent with agency protocols and regulations.

## **Community Liaison**

- Develops and maintains extensive knowledge of the supports and services in York Region, North York and surrounding areas.
- Establishes effective working relationships with hospitals, physicians, community mental health and addiction providers, and other community agencies and resources and helps clients to negotiate with services and engage in self-advocacy.
- Actively works with partner agencies and community professionals to develop and implement a treatment plan for each client.

## **Advocacy**

- Advocates ensuring that services and supports are meeting clients' needs.
- Develops an advocacy plan in collaboration with clients to ensure access to addiction and/or mental health services, and to address any other identified issues.
- Engages in systemic advocacy to address issues of inequality and injustice with the support of the Nurse Practitioner and Nursing Supervisor.
- Performs other duties and responsibilities as assigned by the Nurse Practitioner and Nursing Supervisor.

## **Qualifications:**

- Graduate of an accredited school of nursing required.
- Current RPN designation from the College of Nurses of Ontario (CNO), with no limitations to practice.
- Current CPR and First Aid certification required.
- Knowledgeable regarding the nursing process and its application, including the assessment, planning, implementation, and evaluation of nursing care.
- Ability to work in a harm reduction context; solid understanding and experience of Addictions.
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills.
- High degree of resourcefulness, flexibility and adaptability.
- High level of critical and logical thinking, analysis and/or reasoning to identify underlying principles, reasons or facts.
- Strong ethics, along with a commitment to privacy.
- Ability to work with a variety of client presenting situations, personalities and level of ability.
- Able to work both on a team and independently.
- A working knowledge of data management systems; TREAT knowledge preferred.
- Ability to work evenings and weekends, as scheduled.
- Excellent English communication skills, both written and verbal.
- Ability to provide services in French and any additional languages a definite asset.
- A valid driver's license and access to an insured vehicle
- A successful Police Vulnerable Sector Check, as per agency policy and procedures

Please apply by sending your resume and cover letter detailing what interests you about this opportunity and experience you have that sets you apart from others.

Deadline to Apply: Until Filled

Internal Applicants can apply by logging onto ADP, go to Myself > Talent > Career Centre

External Applicants: [APPLY HERE](#)

The process we will undertake to recruit for this role includes:

- Initial screening of resumes and covering letters
- Those who are successful in moving through the initial screening process, will be asked to participate in a brief telephone interview.
- Those who are successful in the telephone interview will be asked to attend a face-to-face interview to gain a better understanding of the role, as well as, provide you the opportunity to discuss how your experience fits well with this opportunity.

*We are an equal opportunity employer and welcome applications from diverse individuals who self-identify on the basis of any of the protected grounds under the Human Rights Code, and we encourage you to reflect upon the diversity you would bring to this role within your application. We are wholly committed to integration and to building a diverse, inclusive, accessible and respectful workplace where every employee has a voice and is given the opportunity to fully contribute, ensuring an equal employment environment without discrimination or harassment, while maintaining the independence of individuals and removing barriers to accessibility in the workplace. We remain committed to full compliance with the Human Rights Code, the Accessibility for Ontarians with Disabilities Act, the Occupational Health and Safety Act, and all other applicable legislation.*

*ASCO is committed to diversity within its community and especially welcomes applications from racialized persons/persons of colour, women, Indigenous people, persons with disabilities, LGBTQ2 persons, and others who may contribute to the further diversification of ideas. Applicants who require special accommodation in order to complete their application/interview are encouraged to contact our HR representative of the accommodation measures required which will enable you to be interviewed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.*

**WE WELCOME ALL APPLICATIONS, HOWEVER ONLY THOSE SELECTED FOR AN  
INTERVIEW WILL BE CONTACTED**