

JOB DESCRIPTION

POSITION TITLE:	Regional Mental Health Representative	STATUS:	Under Review
REPORTING TO:	Regional Chair/Council Member and Provincial OH&S and Mental Health Representative(s)	COUNCIL APPROVED:	January 2015

POSITION OVERVIEW

As a member of the Regional Executive Team, actively participates in executive planning and decision making for the region, and participates in the execution of the plans. Represents the executive team on Mental Health related matters. Works collaboratively with the regional OH&S representative and OH&S stewards in the worksite or the provincial OH&S on worksite issues.

NB: This role may be incorporated into the responsibilities of another Regional Executive position or may stand alone.

KEY ACCOUNTABILITIES

Works with regional OH&S stewards and others on Mental Health related matters

- Assists OH&S Stewards with organizing Mental Health campaigns
- Develops a working relationship with WorksafeBC local prevention officers
- Acts as a resource to the regional LTD caucus on Mental Health issues
- Facilitates Mental Health education in the region and gives a Mental Health report at the regional meetings which includes information on Mental Health events throughout the year
- Promotes regional steward awareness of Mental Health issues
- Maintains positive communications and keeps up to date on relevant issues
- Communicates successful Mental Health initiatives in a timely manner
- Conducts needs assessments and evaluations of Mental Health issues in the region

Contributes to and supports the effective performance of the regions

- Attends all regular and special meetings of the region
- Is an active participant in regional planning sessions
- Acts a resource on Mental Health issues for OH&S committees in the region and work sites that have no OH&S steward
- Works effectively with Regional Executive Team
- Maintains accountability for time spent on union activities
- Serves on committees as outlined in the Committees and Membership section below

Ensures member interests are served in accordance with the organization's mission and vision

- Works collaboratively with members to advocate for safe patient care and improvements to the social determinants of health

- Reviews minutes of workplace safety committees within the region in order to identify Mental Health trends and issues
- Identifies and reports on issues that should be addressed through collective bargaining and/or regulations
- Reports trends and issues of concern to Labour Relations Officers, Safety Officers and/or Executive Councillor(s) – OH&S and Mental Health, as appropriate
- Assists stewards to organize worksite events

COMMITTEES AND MEMBERSHIPS

- Member of JOHSs Committee/s
- Is a steward-at-large for the Region

MEASURES OF PERFORMANCE

- Provision of timely information and high-quality regional reports to the Executive
- Effective execution of projects assigned
- Contribution to the progress towards regional and provincial goals
- Positive, productive relationships with members and others
- Evidence of problem solving success with stakeholders
- Effective Regional Executive Team member

COMPETENCIES

The competencies required to successfully fill a Regional Mental Health Representative position are a blend of leadership, problem solving and technical.

- **Leadership of Self and Others**
 - Leading self requires a keen self-awareness and self-management, understanding own emotional triggers, assumptions, biases, values, principles, strengths and limitations
 - Leading others requires the ability to engage others through relationship building, personal influence, teamwork, communication, and role modeling
- **Representing BCNU**
 - Operates with an understanding that Stewards are the face of the union at the worksite
 - Influencing skills to build partnerships and networks to create results
- **Technical knowledge and skills**
 - Understands the role and legal responsibilities of union representatives in regards to Mental Health
 - Strong technical and historical understanding of the interpretation of the collective agreement and of the grievance process
 - Fluent in BCNU agreements and policies as well as other relevant policies, agreements and legislation related to Mental Health
 - The knowledge and ability to access the information and support needed to conduct Mental Health work thoroughly
 - The ability to communicate to members collective agreement language and other supporting documents

- **Critical thinking/Problem Solving**
 - The ability to examine issues and problems, problems for related issues, and think strategically about potential outcomes and best courses of action
 - Form options, and make decisions through investigative research, critical analysis of information, and the careful testing of assumptions and facts
- **Relationship Management**
 - The ability to build connections, partnerships and networks to create results
- **Conflict Fluency**
 - The ability to draw on various skill, abilities and tools in responding to conflicts arising from difference in viewpoints, priorities, values, desires, and needs
- **Communication**
 - The ability to convey information and ideas in a clear, meaningful and timely manner
 - Aware of own communication style and observant of the styles and needs of those they are engaging with, seeking input and feedback from other
 - The ability to deliver information through a variety of different media and forms, selection the one that best supports their goals and parameters
 - The ability to listen carefully and work to ensure understanding of what others are saying, thinking and feeling
 - The ability to write in a clear, concise, organized and convincing manner

JOB DESCRIPTION ADDENDUM

POSITION TITLE: Regional Mental Health Representative **Approved:** April 2016

Ensure successful integration of former UPN members into BCNU by:

- Inviting members to regional meetings and events
- Encouraging members to access the BCNU member portal
- Promoting the role of the BCNU Steward

Support members when accessing/navigating health authority Respectful Work Place policy and procedures

Act as a regional resource on health authority Violence Prevention policy and procedures

Promote member awareness of BCNU LEAP services and the National Standard of Canada for Psychologically Health and Safety in the work place

Explore/consider Disability Management Steward training as appropriate

Collaborate with Regional Lobbyist and other members of the Regional Executive

- To promote mental health awareness and outreach events identified by BCNU provincially and regionally within the membership
- To raise awareness of mental health issues by promoting the BCNU Mental Health Position Statement with in the membership, stakeholders and public

Collaborate with the OH&S Reps and other members of the Regional Executive

- To recruit and support member and steward JOH&S Representatives
- To promote member outreach events such as Anti Bullying, Day of Mourning, Safety Week and Day of Remembrance

Collaborate with PRF Advocate and other members of the Regional Executive

- To promote PRF language and process to address professional, safety and workload issues

Raise awareness of mental health and psychiatric nursing and BCNU by:

- Collaborating with Regional Chairs to outreach to Psychiatric Nursing schools
- Outreach to the high schools to promote Registered Psychiatric and other nursing opportunities

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