



**Canadian Mental  
Health Association**  
North and West Vancouver  
*Mental health for all*

**North and West Vancouver Branch**  
**300-1835 Lonsdale Avenue**  
**North Vancouver, British Columbia V7M 2J8**  
**Phone: 604.987.6959 Fax: 604.980.0336**

## **Community Wellness Coordinator (21 hrs/week)**

### **CMHA NORTH AND WEST VANCOUVER**

*Our vision: Mentally healthy people in a healthy society*

#### **Position Summary**

The Community Wellness Coordinator will support peer-driven wellness programs in 5 First Nations communities in the South Coast region of BC. First Nations Health Authority, Tsleil-Waututh First Nation and CMHA partnered to pilot a peer support initiative as a prevention focused response to the ongoing overdose crisis.

The Community Wellness Coordinator acts as a leader and member of a community-based integrated team, using knowledge gained from lived experience of mental health and substance use (MHSU) to support communities to achieve wellness. This role is responsible for coordination of training, networking and knowledge sharing opportunities for community-based peer leaders, and for supporting program development in each participating community.

#### **As Community Wellness Coordinator you will:**

- Liaise with key initiatives such as the Vancouver Coastal Region Virtual Mental Wellness & Substance Use (MWSU) as required, regarding support to communities in the sub-region to establish, facilitate and provide individual peer support and harm reduction information.
- Consult, collaborate, and build partnerships with First Nations MWSU team members for the coordination and integration of Mental Health and Substance Use (MHSU) peer support services.
- Support First Nations communities in the sub-region to establish group and one-to-one peer support meetings, to plan and deliver information sessions, to develop relationships based on respect and to assist clients and their support network with locating appropriate health, social and legal services and resources.
- Support First Nations communities to develop capacity to provide advocacy to clients, organize venues and materials for support sessions.
- Share experience working with vulnerable populations and ensure the program is developed from a lived experience perspective.
- Support First Nations communities in the recruitment and orientation of the Peer Support Workers / volunteer Facilitators in each community. Support the selection process in each community where asked.
- Facilitate peer-based mentoring and guidance to support Peer Support Workers in their exploration of skill-building, growth, empowerment, and community development
- Engage in on-going evaluation and quality improvement initiatives related to peer support service delivery to ensure quality, effective client-centered practices.
- Participate in professional development and revision of standards to improve service delivery through the revision of current, or development of new practices and program initiatives.
- Provide education and support change management within communities and at CMHA to build knowledge and capacity regarding culturally appropriate peer support services, including but not limited to staff in-services, community education sessions, and committee/network involvement.
- Use technology communication applications to support program outcomes.



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- Travel to meet with Peer Coordinators to build relationships and to implement duties and responsibilities in a manner that respects community wishes and is aligned with Covid-19 safety measures.
- Identify trends, needs, and priorities of MHSU related issues of peer-workers.
- Participate in local and Sub-regional Peer Support Steering Committee team meetings to provide input, present relevant material, act as an advocate for the goals and objectives of the program and promote optimal support for clients.
- Support communities with conflict resolution related to peer support services within complex political landscapes.
- Track relevant participation data and prepare or contribute to reporting as required.
- Work within assigned program budget.
- Perform other related duties as assigned.

#### **What you'll bring:**

- A diploma or degree in mental health & addictions or community social services, or related experience.
- Experience working with a range of First Nations populations with living with mental health or substance use challenges.
- Previous project/program coordination experience.
- An understanding of peer support and the value of peer-led programming (completion of peer support training preferred).
- Demonstrated knowledge and skills of advocacy, empowerment, and mental health recovery principles.
- Experience supervising volunteers.
- Computer skills - Microsoft Office Suite, Outlook Calendar, and Zoom.
- Current Level 1 First Aid and CPR certification (or willingness to complete it).
- Mental Health First Aid (or willingness to complete it).
- Criminal Record clearance will be required.
- Valid B.C. driver's license and use of a reliable vehicle during working hours.
- Knowledge and skills of advocacy, empowerment, and mental health recovery principles.
- Values and recognizes diversity among First Nation, Inuit and Metis communities including differently abled and LGBTQ2S populations.

#### **You can:**

- Remain flexible, calm and positive in a changing environment.
- Organize and prioritize effectively, with strong attention to detail.
- Communicate exceptionally well, both verbally and in written format.
- Handle confidential and sensitive information with discretion.
- Work with frequent interruptions.
- Be empathic to the needs of individuals and families facing multiple barriers including disability, chronic illness, poverty, racism, trauma, non-dominant language or culture, sexuality or identified gender, and mental health or substance use challenges and interact effectively with individuals who are experiencing severe emotional distress.
- Listen non-judgmentally and effectively de-escalate and resolve conflict.
- Prepare professional reports and presentation materials.
- Perform statistical and trend analyses, projections, and information presentation using MS Office.
- Keep current with new developments in mental health.



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- Maintain good professional boundaries.
- Be proactive and work collaboratively as part of a team as well as independently.

### **Hours of Work and Considerations**

21 hours/week

This position is remote while physical distancing measures are in place. Part-time hours are to be determined. Some evenings and weekends may be required. The employee will retain the flexibility to work from home (beyond covid crisis). Travel is required.

Salary: \$27-30 /hour depending on experience

Benefits: 6% vacation and comprehensive extended health and dental benefits, including Health Spending Account, RRSP.

**We are an equity employer and encourage applicants from women, persons with disabilities, members of visible minorities, First Nations, Inuit, and Metis people, people of all sexual orientation and genders and others who may contribute to our further diversification.**

*This posting does not list all of the duties of the position, nor does it fully detail the required skills, knowledge and abilities, licences and certificates required of candidates.*

### **How to Apply**

Please submit a cover letter and resume detailing your experience and qualifications to: [Sydney.mattu@cmha.bc.ca](mailto:Sydney.mattu@cmha.bc.ca)