



BEHAVIOURAL HEALTH FOUNDATION

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St. Norbert, MB R3V 1L6
Phone: (204) 269-3430
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Position	Program Support Worker – Evenings/Weekend
Department/Program	Breezy Point (Women's Program)
Employment type	Part Time, Permanent
Shift / hours	Evenings (3:00 pm-11:00 pm) /Weekend (7:00 am- 3:00 pm)
Salary	\$17.46 / hour
Posting Date	September 24, 2025
Closing Date	October 8, 2025
Number of Openings	1

ABOUT US

The Behavioural Health Foundation (BHF) is a Therapeutic Community providing long-term bed-based treatment for adults and family units experiencing issues related to substance use and co-occurring mental health concerns. Programming includes individual and group counselling and focuses on wholistic person centered wellness. Adult education, employment development and life skills are key components of supporting residents to move to healthier coping and life choices.

BHF is one of the few programs where adults can enter with their children or reunify with children not in their care while they are in the program. With dedicated childcare and K-6 education on site, the program offers healing opportunities for the whole family. The Indigenous Services at BHF offer Traditional Teachings and Ceremonies to residents and community members. Traditional healing in a trauma informed environment has strengthened many members' success in changing their lives. The Outreach team supports members working to maintain healthy choices as they transition back into their communities.

visit www.bhf.ca to learn more about our program.

JOB SUMMARY

The **Program Support Worker** plays a key role in maintaining a safe, supportive, and structured environment for residents during evenings and weekends. Working closely with treatment staff, the Program Support Worker provides supervision, assistance, and encouragement to clients as they move through their recovery journey.

QUALITIES AND QUALIFICATIONS

- Grade 12 High School or equivalent is required and life or work experience in dealing with women with addiction and co-occurring mental health issues.
- Good written and oral communication skills needed.
- Knowledge and understanding of Indigenous history, culture, practices, customs, and beliefs.
- Able to work with minimal supervision and exercise mature judgment.
- Ability to work independently and in a team environment.
- Must be self-motivated and well organized.

SUMMARY OF JOB DUTIES AND RESPONSIBILITIES

- Provide supervision and support to clients, ensuring their safety and well-being.
- Assist with monitoring the facility and performing regular checks.
- Respond to emergencies or incidents according to established protocols.
- Document observations, incidents, and interactions accurately and promptly.
- Support clients with evening or morning routines as needed.

CONDITIONS OF EMPLOYMENT:

- Satisfactory Criminal Record Check with vulnerable sector check and child abuse registry check (no older than three months)
- A valid driver's license with a reliable vehicle and a satisfactory drivers abstract.
- Must be legally entitled to work in Canada.
- Mental Health First Aid Certificate is considered an asset.
- Valid First Aid / CPR Certification an asset
- Must be able to work in a fast-paced environment.
- Must demonstrate a strong work ethic and be reliable.
- Maintain strict confidentiality guidelines regarding all clients, conversations, and referrals.

WHY JOIN US?

At the Behavioural Health Foundation, we take pride in supporting our employees with a caring, inclusive, and rewarding workplace.

- **Comprehensive Health Benefits** – 100% employer-paid coverage for medical, dental, vision, AD&D, and critical care (for eligible permanent employees).
- **Retirement Security** – 5% employer-matched pension plan.
- **Generous Vacation** – Three (3) weeks of vacation to start, plus paid sick time.
- **Ongoing Training & Development** – Access to professional training such as NCI, First Aid, and Cultural Competency, as well as opportunities for education agreements and job-related courses.
- **Cultural & Community Connection** – On-site Indigenous teachings and ceremonies as part of a holistic healing environment.
- **Workplace Perks** – Free daily lunch, coffee, and snacks, plus access to our on-site fitness facility.
- **Convenience & Comfort** – Free on-site parking, casual dress code, and a park-like suburban campus that makes coming to work a pleasure.
- **Professional Support** – Company-paid professional membership dues and mileage reimbursement (when applicable).

HOW TO APPLY

Applicants can express their interest by submitting a cover letter along with their resume and salary expectations to at hollyk@bhf.ca We thank all applicants, but only those being considered for an interview will be contacted.

Behavioural Health Foundation is an equal opportunity employer that pledges to uphold a workplace culture of inclusion, diversity, compassion, and respect. Behavioural Health Foundation welcomes applications from people with disabilities. Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.