



BEHAVIOURAL HEALTH FOUNDATION

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St. Norbert, MB R3V 1L6
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Position	Program Support Worker - Overnights
Department/Program	Addiction Treatment Services
Employment type	Part Time, Permanent
Shift / hours	Weekday overnights, with occasional coverage for evenings
Salary	\$18.56/hour
Posting Date	November 4, 2025
Closing Date	November 18, 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 will work with treatment staff providing essential overnight support and supervision to clients, ensuring a safe and supportive environment during non-daytime hours.

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 overnight, 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.

BENEFITS

- Fully employer paid comprehensive benefits package (Medical and Dental, Vision, AD&D, Critical Care Coverage) for full time/permanent employees.
- 5 % matched pension program
- 3 weeks' vacation to start.
- Worker's Compensation Coverage
- Training and development, including NCI, First Aid and Cultural Competency
- On site Indigenous teachings/ceremonies
- Free lunch, coffee, and snacks
- On site fitness facility
- Free parking on site
- Opportunities for education agreements for job related training
- Company paid dues for employment related professional designation
- Mileage reimbursement (when applicable)
- A park-like suburban setting makes coming to work a pleasure
- Casual dress

HOW TO APPLY

Applicants can express their interest by submitting a cover letter along with their resume and salary expectations to at lonniet@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.