



## BEHAVIOURAL HEALTH FOUNDATION

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St. Norbert, MB R3V 1L6  
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<b>Position</b>	<b>Maintenance Technician</b>
<b>Department/Program</b>	Maintenance Department
<b>Employment type</b>	Full Time, Permanent
<b>Shift / hours</b>	Primarily Monday–Friday, 8:00 a.m. – 4:00 p.m. Evenings, weekends, and on-call availability as operationally required
<b>Salary</b>	Starting at \$43,098.32 annually (\$20.72/hour)
<b>Posting Date</b>	April 27, 2026
<b>Closing Date</b>	May 15, 2026
<b>Number of Openings</b>	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](http://www.bhf.ca) to learn more about our program.

### JOB SUMMARY

The **Maintenance Technician** supports the day-to-day upkeep, safety, and functionality of BHF's buildings and grounds. Working under the direction of the Maintenance Manager, this role assists with routine maintenance, repairs, inspections, and preventative maintenance to ensure a clean, safe, and well-functioning residential environment.

While the Maintenance Assistant does not provide direct resident care, the role is essential to supporting the Therapeutic Community by minimizing disruptions to daily routines and ensuring facilities remain safe and operational.

### QUALITIES AND QUALIFICATIONS

- Completion of Grade 12 education or equivalent.
- Some training or hands-on experience in building maintenance, including carpentry, painting, basic plumbing, electrical work, or general repairs.
- Ability to work independently with minimal supervision while also contributing as part of a team.
- Strong organizational, time-management, and problem-solving skills.

- Good verbal and written communication skills, including basic documentation.
- Ability to lift up to 40 lbs and perform physical tasks associated with maintenance work.
- Knowledge of, or willingness to learn about, Indigenous cultures and perspectives and provide services in a respectful, inclusive manner.
- Experience working in a residential or community-based environment is an asset.
- Reliable, self-motivated, and able to exercise sound judgment.

## **SUMMARY OF JOB DUTIES AND RESPONSIBILITIES**

- Assist with responding to work orders and completing maintenance tasks in a timely manner.
- Perform routine and minor maintenance and repairs, including groundskeeping, carpentry, painting, drywall repair, fixture installation, and general building upkeep.
- Assist with basic plumbing, electrical, heating, air conditioning, and building system maintenance as assigned.
- Support preventative maintenance, inspections, and identification of safety risks or hazards.
- Maintain a clean, organized, and safe maintenance work area and properly use tools and equipment.
- Communicate clearly with supervisors and staff regarding maintenance needs, timelines, and follow-up.
- Complete required documentation and assist with record-keeping related to completed work.
- Work collaboratively with staff across departments while respecting confidentiality and the residential setting.
- Actively support a respectful, culturally responsive, and team-based work environment.
- Other related duties as assigned to support facility and program operations.

## **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.
- ASIST (Applied Suicide Intervention Skills Training) is considered an asset.
- Mental Health First Aid Certificate is considered an asset.
- Valid First Aid / CPR Certification an asset
- Must be able to work in a challenging environment.
- Must demonstrate a strong work ethic and be dependable.
- 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 [coryp@bhf.ca](mailto:coryp@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. BHF offers competitive salaries and excellent benefits and is committed to cultivating an environment where work-life balance is valued.*