



## BEHAVIOURAL HEALTH FOUNDATION

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<b>Position</b>	<b>Program Support Worker - Evenings/Weekends</b>
<b>Department/Program</b>	Addiction Treatment Services
<b>Employment type</b>	Full Time, Permanent
<b>Shift / hours</b>	Mostly evenings/Weekends (3:00 pm -11:00 pm), with occasional coverage for mornings and overnights
<b>Salary</b>	\$17.81/hour
<b>Posting Date</b>	May 5, 2026
<b>Closing Date</b>	May 18, 2026 (or until filled)
<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 Program Support Worker (PSW) is a key member of BHF's integrated Therapeutic Community team within Addiction Treatment Services (ATS). This role supports residents through daily engagement, supervision, and participation in a structured program environment.

Working as part of One Team • One Plan • Shared Responsibility, the Program Support Worker contributes to maintaining a safe, consistent, and supportive community where residents are actively engaged in their recovery.

### Program Assignment

This position is based in Addiction Treatment Services (ATS), a fast-paced, co-ed residential program with a high level of daily activity and structure. The Program Support Worker supports consistency, safety, and responsiveness across the program environment.

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

- Support residents through daily engagement, routines, expectations, and program participation
- Build respectful, supportive relationships and promote engagement in groups and community activities
- Reinforce Therapeutic Community expectations, model appropriate behaviour, and support peer accountability
- Monitor resident activity and program environment; respond to concerns, incidents, and emergencies
- Maintain a safe, secure, and clean residential environment
- Support daily program operations, activities, outings, transportation, and medication processes
- Complete documentation, incident reports, and progress notes; share information at shift change
- Work collaboratively as part of an integrated team, supporting consistency and shared accountability
- Provide services in a respectful, inclusive, and culturally responsive manner
- Demonstrate awareness of Indigenous cultures and support trauma-informed, harm-reduction, and strengths-based practices

## **QUALITIES AND QUALIFICATIONS**

### **Education & Experience**

- Grade 12 or equivalent required
- Experience in a residential, community, or support setting preferred
- Experience working with individuals with substance use and/or mental health challenges is an asset
- Lived experience is considered an asset
- Equivalent combinations of education, training, and experience will be considered

### **Knowledge & Skills**

- Strong interpersonal and communication skills
- Ability to work effectively in a structured environment
- Conflict resolution and problem-solving skills
- Basic documentation and computer skills
- Ability to work both independently and as part of a team

## **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 is an asset
- Must be legally entitled to work in Canada.
- Mental Health First Aid Certificate or ASIST 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](mailto: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.*