



Position Title: Weekend Wellness Coach
Division: Housing
Department: Inner Way

Position Summary

e4c's supportive housing programs provide housing for people in the middle of life transitions, looking for stability, recovery, and a better life. In your role you serve people who, due to histories of trauma and related mental illness and addictions, need enhanced levels of housing support.

The Wellness Coach position reports to the Wellness Manager, and provides key support to the program residents. The role is to build reciprocal relationships with residents and through that, model healthy relating and boundaries. Wellness Coaches work to create a safe environment, free of judgment as an avenue support residents to achieve their self-identified wellness goals.

e4c's supportive housing programs operates on the cycle of the day, drawing inspiration from the recovery motto of "one day at a time". The model provides wrap around team staffing that includes clinical supports with a community-based approach, of recovery and sustained wellness of the resident. The Wellness Coach works during the evening and weekend to build relationships and support the residents in wellness-based activities. The focus of the shift is on personal wellness and modelling what it looks like to practice self-care, wellness and/or recovery.

Key Accountabilities

Resident Care

- Coach and model wellness and self-care practices within the home and with residents.
- Work with Wellness Manager and Weekend Wellness Coordinator to build community within the house and to develop good community relations.
- Foster a fun and engaging environment that facilitates the exploration of wellness with residents.
- Communicate and receive information from housing program team regarding progress of the residents, significant changes in behavior, and any concerns/challenges that the resident is experiencing.
- When natural opportunity arises, promote conflict resolution, positive communication, empathy and respect (through positive reinforcement, role modeling and supportive listening).
- Working within a framework of natural law/natural consequences and relationship-based practice to implement relevant accountability processes.
- Approaches the work with vulnerability and intentionality to engage residents.
- Actively uses "self" and own personal wellness as a tool to build reciprocal, authentic relationships with residents.

Administration

- Communicate (verbally or in writing) pertinent information (resident/facility updates, etc.) to team to maintain a safe and productive environment.
- Communicates progress and outcomes related to wellness to the integrated care team.
- Administers medication for all residents.
- Comply with all legislation, bylaws and standards (health, fire, safety, city, and accreditation).



- Facilitate positive relationship building with neighbors and community members, whenever possible.
- Adhere to Human Resource and Program Policies and Procedures in delivering services.
- Other duties as assigned.

Education and Certifications

Required

- Degree or diploma in the area of human services, education and/or administration and lived personal lived experience of addictions, mental illness, racism, discrimination, poverty
- Police Check with Vulnerable Sector
- Intervention Record Check
- First Aid and CPR
- Medication Administration
- Suicide Intervention
- Food Safety
- Valid Class 5 Driver's License
- Proof of vehicle insurance, registration and 3 year drivers abstract

Recommended

- Mental Health First Aid
- De-escalation Certificate
- Harm Reduction Training
- Cultural Awareness

Experience

- One year of related direct service work/lived experience.
- Proven ability to foster a team environment.
- Experience working in collaborative partnerships.
- Working knowledge and experience with harm reduction, person-centered, trauma-informed, behavior modification, natural law, strength based, collaborative, and/or solution focused practice.

Competencies

- **Empathetic Outlook:** The ability to perceive and understand the feelings and attitudes of others; the ability to place oneself "in the shoes" of another and to view a situation from their perspective.
- **Communication:** Comfortable communicating formally, informally, in groups and one-on-one. Able to obtain and share information, ideas, and problems. Able to ask for advice, support and accept feedback. Capitalizes on opportunities to model healthy relationships and ways of relating with residents.
- **Relationship Building:** Able to build formal and informal professional relationships. Fosters respect and reciprocity with participants/tenants, team members, other e4c personnel, external service providers and community members.
- **Accountability:** Able to define expectations for self and others and to act to fulfill these expectations. Able to self-reflect, monitor and correct one's own actions, as well as others' actions).
- **Integrity and Ethical Behavior** - a clear understanding of ethical and practices. Aligns behavior with an ethical framework.



Supervision

- No Direct Supervision.

Reporting Relationships

Reports To: Wellness Manager

Direct Reports: None

Internal Relationships: Site Manager, Lifeskills Coordinators, Overnight Lifeskills Coaches, Crisis Intervention Team, Wellness Manager, Other Wellness Coaches, Program Manager

Working Conditions

Schedule

- Day Shift-Part-Time, Saturday and Sunday 9am-5pm
- Evening Shift-Part-Time, Saturday and Sunday 4:30-12am

Work Environment

- This position requires flexibility an ability to adapt and function in potentially high stress environments.
- Potential exposure to violent/aggressive situations.
- Potential exposure to drugs or alcohol

Physical Demands

- Periodically handling/moving office/Agency/Participants materials and equipment.

Salary Scale

- Grid C

Acknowledgement

Employee Signature:

Date:

Supervisor or Manager Signature:

Date: