

Peer Support Coordinator Job Posting

Job Title: Peer Support Coordinator
Position Type: Permanent Full-time
Hours: Monday – Friday 8:30am – 4:30pm (occasional evening and weekend work required)
Salary/Wage: \$41,061 - \$57,324
Closing Date: October 10, 2018

Organization Summary

CMHA-Edmonton is a non-profit organization that envisions mentally healthy people in caring communities. We increase awareness and understanding of mental health, mental illness, recovery, and suicide prevention through education. We support the resilience and recovery of people in distress including those affected by mental illness or suicide by providing crisis intervention; safe, long-term and affordable housing; peer connections; suicide grief and family support; advocacy and wayfinding; and providing opportunities to improve your wellness.

Join us and make a difference in the lives of individuals and families affected by mental illness and stressful situations including abuse, violence, and suicide.

Job Summary

Reporting to the Manager, Housing Services and Peer Support, the Peer Support Coordinator is responsible for assisting with the activities necessary to ensure the effective and efficient operation of the CMHA Edmonton Recovery College, Welcome Centre and Peer School and is a contact for Peer Connections Peer Leaders. Responsible for supporting excellence in peer support competencies providing individual and group peer support resulting in the delivery of hope based, positive, compassionate service and strengths-based problem solving.

Qualifications/Experience

- Post-secondary Diploma or Degree in a related Human Services program
- Completion of CMHA School of Peer Support course considered an asset
- Minimum of 2 years related experience preferably in peer support working with individuals with mental health or addiction issues
- Lived experience of mental health or addiction issues
- Recent community mental health and case management experience preferred
- MHFA and ASIST training is considered an asset
- Acceptable attainment and maintenance of a Police Information Check with a Vulnerable Sector Check and an Intervention Record Check

Skills/Abilities

- Positive, helpful attitude towards assisting clients
- Strong interpersonal, verbal and written communication skills
- Ability to set boundaries with clients, deal with difficult situations and respond in a composed manner

- Demonstrated understanding of: mental health; mental illness and recovery; information and referral services; and crisis intervention
- Knowledge and skills of advocacy, empowerment, and mental health recovery principles
- Ability to work independently in a stressful environment, set priorities, meet deadlines and allocate time and resources effectively
- Organizational and problem solving skills
- Ability to effectively use Microsoft Office
- Ability to deal effectively with the public and community agencies and maintain good public relations

Apply, with cover letter and resume, to:

hr@cmha-edmonton.ab.ca

All shortlisted candidates will be contacted for interviews scheduled for October 15 & 16, 2018.

CMHA values diversity and welcomes applications from First Nation, Inuit and Metis, New Canadian, racialized, differently abled and LGBTTQIA+ communities.

Thank you for making mental health matter.