

Job Posting Program Manager

The Opportunity

The Bruce Oake Recovery Centre is a new 50 bed residential treatment centre and recovery service opening later this year. The Bruce Oake recovery team will offer evidence based full-continuum programs and services led by highly qualified staff. As construction continues, we are now recruiting for the role of Program Manager. As a member of the senior leadership team, this is an opportunity to make a significant impact and support successful life transformations of individuals and families experiencing substance use challenges and addiction.

Responsibilities include but are not limited to:

- Managing program delivery of the Bruce Oake Recovery Centre within a full continuum of residential, community and virtual services;
- Daily supervision of the counseling program for therapeutic value and standards of practice;
- Creating and maintaining person-centered environments based on respect and compassion;
- Oversee intake process to determine a resident's appropriateness for services;
- Supporting resident case management, development of program resources, vocational counseling, discharge/continuing care planning, and transition of residents post treatment;
- Review resident files on a weekly basis ensuring appropriate documents are completed and information is complete and accurate;
- Ensuring resident and staff safety by supporting adherence to Manitoba Workplace Safety and Health Act as well as Psychological Health and Safety in the workplace standards;
- Working with the leadership team in preparing the centre for opening.

The Manager must be results oriented and demonstrate the following competencies:

- Counselling Skills, Supervising Others, Integrity, Communication Skills, Performance Management, Conflict Resolution, Emotional Intelligence, Adaptability, Reliability, Initiative.

Qualifications:

- Diploma or Undergraduate degree in a related discipline or equivalent
- Experience implementing programs in an addiction and/or mental health setting (an acceptable combination of education and experience may be considered)
- Experience with addictions assessment, treatment planning, twelve step interventions, counseling
- Demonstrated understanding of and sensitivity to working with culturally diverse populations
- Excellent training and mentoring skills with an attention to detail and accuracy
- Professional presentation skills and ability to work with technology such as Zoom and Teams to enable seamless virtual and in-person addiction treatment and recovery service delivery
- Computer competence in the use of Microsoft 365, Excel, Word, Outlook, PowerPoint and digital conferencing skills.
- Personal and family lived experience of addiction and recovery an asset
- Valid driver's license and access to a vehicle

The Bruce Oake Recovery Centre offers competitive compensation commensurate with experience.

The Bruce Oake Recovery Centre, in partnership with the Indigenous community, is committed to increasing the representation of Indigenous people within all levels of the workforce. Indigenous applicants are encouraged to apply and to voluntarily self-identify as being of Indigenous descent in their cover letter/application. Firsthand knowledge of the culture or experience working with First Nations, Inuit or Metis communities is an asset.

This position requires a current satisfactory Criminal Records Check (including Vulnerable Sector Search), Child Abuse Registry Check and Adult Abuse Registry Check as conditions of employment. The successful candidate will be responsible for any service charges incurred. A security check is considered current if it was obtained no more than six (6) months prior to the start of employment.

Please submit your resume and cover letter by February 28, 2021 to careers@bruceoakerecovery.ca

We thank you for applying - only those candidates selected for an interview will be contacted.