



## **Mental Health Coordinator ... *Join our team and make a difference in our community!***

Harvest Project is an award winning Canadian charity, working within our North Shore Community for over thirty years. We provide support and connection to those who are experiencing challenges related to the threat of poverty. We connect with hundreds of people each month, providing wrap around services including one to one coaching, a rent bank, grocery and clothing support.

Working at Harvest Project is a uniquely rewarding experience, where you will join our team to bring life-changing resources to hundreds of North Shore residents. We are compassionate, mission-focused and values driven.

Harvest Project is committed to building a diverse and inclusive team, where different backgrounds and perspectives are respected. We provide a family-friendly environment that values work-life balance.

We offer

- Opportunities to work creatively, using your knowledge of best practices in counselling or social work and program development to enhance our programs.
- Competitive pay with extended health benefits.
- Additional time off to re-charge using Wellness Time hours.
- A location close to transit or free on-site parking.
- An enjoyable and dynamic team culture of collaboration, support and flexibility.
- Opportunities for growth and development.
- Opportunities to make a positive impact on the communities we serve through effective and innovative program enhancement.

Read more about us at [www.harvestproject.org](http://www.harvestproject.org).

We are looking for a Mental Health Coordinator to work collaboratively within our team to develop, coordinate, and deliver Harvest Project's mental health and wellbeing services. Providing our required "competency on staff," for all mental health issues, your expert knowledge of counselling and mental health protocols will direct the continued development and enhancement of client care programs, while supporting the team through training and incident debriefing. You will provide enhanced support directly to clients through our Client Care partnering program while working with the team on program design and enhancement.

## **About You: Qualifications**

### **Education and Experience**

- We require a Masters degree in counselling or social work from an accredited post-secondary institution.
- You are a member in good standing of the British Columbia Association of Clinical Counsellors or BC College of Social Workers.
- You have a minimum 5 years of Clinical counselling or Social Work experience to support appropriate decision making, particularly around conducting assessments, and making recommendations for clients' care.
- Experience working either within a non-profit organization or with marginalized communities preferred.

### **Knowledge, Skills, and Abilities**

#### **Counselling Skills:**

- You have a comprehensive knowledge of the practices and theories of clinical counseling or within the social work realm and use your direct experience to support clients, staff, and the Client Care team.
- You have experience and comfort utilizing a variety of counselling modalities, such as solution-focused practice, strength-based assessment and client centred approaches.
- You have demonstrated communication skills that model empathy and demonstrate active listening.
- You have the ability to de-escalate challenging situations using advanced conflict resolution skills, compassion, and empathy.
- You understand and comply with all professional ethical standards to keep clients safe and maintain the highest quality of service, privacy, integrity and confidentiality.

#### **Program Management**

- You possess skills and knowledge to provide effective, evidence informed feedback around mental health issues, with the ability to provide training and guidance to Harvest Project staff on matters related to mental health.
- You have knowledge of program management – possessing the ability to develop, coordinate, implement and evaluate programs related to mental health.
- You have a demonstrated ability to understand standardized tools for measuring impact.



### **Communication and Teamwork**

- Regardless of your experience level, you can maintain a constructive and solutions-focused approach when reporting to the manager, ensuring alignment with team goals.
- You are able to work positively and effectively with volunteers, staff, & board members and to interact with donors.
- You have strong people and teamwork skills, with the ability to give professional feedback to situations and collaborate openly to achieve goals.
- You are open and flexible to provide support to other areas as required.

### **Knowledge of Community Resources**

- You are familiar with the support offered through local community services and resources.
- You understand community support systems and are able to effectively refer clients to the appropriate agency, based upon their needs.
- You understand reporting protocols related to legal situations and can effectively advise the team.
- Your knowledge of and relationships with community resources allows you to pro-actively manage contracted resources (such as counsellors) to fill operational needs not met by the team.

### **Problem Solving, Self Direction**

- You have the ability to handle difficult situations, identify key issues and overcome challenges through creative problem solving.
- You have sound analytical thinking, planning, prioritization, and execution skills in order to meet deadlines.
- You are self-motivated and self-directed, demonstrating sound judgment and sound problem-solving skills.
- You can demonstrate strong self-care practices to support personal mental health.

### **Administration**

- You possess advanced skills with MS Office (Outlook, Word, Excel) and client management databases with a willingness to learn new skills.

### **Additional Information**

- Signatory to, or acknowledgement of, Harvest Project Statement of Faith is required
- At times may come into contact with clients in crisis situations

- Requires a criminal record check and vulnerable sector search

### **Commitment**

- This is a full-time, regular position, working in the office.
- 37.5 hours/week
- The schedule alternates on a bi-weekly basis - Monday to Friday 9:00-5:00, and Tuesday to Saturday 9:00-5:00
- Annual salary ranges between \$78,000 to \$84,000 depending on experience.

### **Questions and Applications**

If you have questions about the role, please send us an email at [sixthstreethr@shaw.ca](mailto:sixthstreethr@shaw.ca) and we will follow up with you. Please send your resume with cover letter to [sixthstreethr@shaw.ca](mailto:sixthstreethr@shaw.ca) with **Mental Health Coordinator** in the subject line.

We welcome all applications and look forward to contacting select candidates.

Thank you for your interest.