

Medicine Hat Catholic Board of Education



Competition #362 0.7 FTE Wellness Facilitator Community Coming Together (CCT) Various Schools

(Approximately 24.5 hours per week, may include some evening and weekend hours)

Start Date: October 1, 2020 **End Date: June 25, 2021**

Closing Date: September 21, 2020 @ 4:00 pm

Located in Southeastern Alberta Medicine Hat Catholic Board of Education is a publicly funded, vibrant part of the public education system in Alberta serving 2600 students in 9 schools with 350 employees. We are dedicated to providing the highest quality Catholic education in faith based classrooms in partnership with *Family, Church and Community*.

Primary Duties will include but are not limited to:

- The Wellness Facilitator provides addiction and mental health promotion and prevention to children, youth and families. Working as part of a team, this position develops and delivers developmentally appropriate, evidence based programming that meets the objectives of the MHCBE initiative. Delivery of programming involves large and small group work in schools and community settings, and focuses on increasing knowledge, building skills and fostering abilities that enable others to better their own mental health and wellness.
- This position also works with school staff, parents and community members (who work closely with children and youth) to increase their knowledge, skills and competence related to mental health and illness issues.
- Wellness Facilitators work as part of a team to recognize, understand and adapt to the changing needs of their community related to mental health and wellness. They build and maintain strong relationships with children, youth and families, and act as “go to” mental health subject matter experts for students, staff, parents and community partners. They also assist with evaluation activities and survey data collection as required by AHS.
- The Wellness Facilitator helps to identify and facilitate access for individuals who need referral to specialized addiction and mental health services. The Wellness Facilitator is responsible for ensuring all relevant documentation is in compliance with HIA (Health information Act) and FOIPP and ensures compliance with all relevant AHS policies.
- This position requires someone who has been formally educated in the health or social sciences field (such as health promotion & prevention, social work, nursing, early childhood development, public health, psychology) and who is knowledgeable about addiction and mental health services.

Qualifications and Skills:

The ideal candidate will have:

- At least 2 years working experience in addiction and mental health or health/human services related role
- Familiar with the developmental, educational, emotional, social and recreational needs of children, youth and families
- Experience with delivering programming and comfortable with public speaking
- Strong relationship building skills and effective time management skills, resilience and a commitment to personal development
- Takes initiative and is able to work independently as well as in teams
- Skill and knowledge of facilitation, positive communication and creative thinking
- Solid comprehension and practice of personal and professional boundaries
- Ability to develop supportive relationships with young people; able to advocate for and enable others
- Creative problem-solving and decision-making skills
- Comfortable liaising with community members, school staff, community agencies and health care providers
- Has an understanding of the community’s economic, cultural and political environment
- Skilled in Microsoft Office programs and working knowledge of social media
- All employees must provide a criminal record check and intervention record check.

As part of a commitment to Catholic education for the students of the Medicine Hat Catholic Board of Education, and as a condition of employment, an individual taking employment within the Division, will undertake to follow, both in and out of your employment with the Division, a lifestyle and deportment in harmony with Catholic Church practices and beliefs which include, among other things, living in harmony with the principles of the Gospel and teachings of the Catholic Church.

For more information, please contact: Mr. Hugh Lehr, Associate Superintendent of Learning Services at (403) 502-8361.

Please indicate interest by forwarding a current resume, cover letter and Support Staff application form to:

Medicine Hat Catholic Board of Education – Human Resources
1251 - 1st Avenue SW, Medicine Hat, Alberta T1A 8B4
E-mail: resumes@mhcbce.ab.ca

Cover letters must include reference to the Competition #. Application forms can be picked up at the board office or found on line under Employment at www.mhcbce.ab.ca.

We thank all those that apply. Only those selected for an interview will be contacted.
Great Schools – Fantastic Staff – Exceptional Programming