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## **REACH Foundation is Hiring a Program Coordinator**

REACH Foundation is looking for a strong leader with experience in leading programs and a passion for supporting youth in recovery for mental health challenges, including addictions. The Program Coordinator will work directly with the Program Manager to lead our Building Your Foundation program for un-housed or at-risk individuals. This full-time position will provide the opportunity to work in a group as well as support participants in a one-on-one setting.

### **About REACH Foundation**

REACH Foundation is a registered charity located in Charlottetown, PEI, that supports the needs of youth in recovery for mental health challenges, including addictions. REACH's mission is to empower youth in recovery with confidence in their ability to reach their goals. A core value at REACH is that we learn best by doing, so all our programs provide opportunities to practice new skills in a supportive environment.

Our goal is to provide youth with a safe, healthy, and inclusive learning environment as they transition from treatment to reintegration into the community. Our programs provide youth with skills training, education, counselling, and hands-on experience in our social enterprises to build confidence and empower youth to reach their recovery goals.

The Program Coordinator will work under the direction of the Program Manager to host activities daily for participants in the Building Your Foundation program. Each day will consist of transporting participants to/from downtown shelters to our facility where we will prepare breakfast and lunch, check in on their wellbeing, and partake in meaningful activities. There will be many opportunities to develop activities independently and to help these individuals work toward their goals.

To be successful in this role, you would have an empathetic understanding of mental health/addictions and the unhoused community, be comfortable facilitating group discussions, be a confident leader, and be willing to go the extra mile to empower participants to achieve their goals.

*Primary responsibilities:*

- Provide support and encouragement to program participants.
- Foster a safe and inclusive environment for individuals seeking assistance.
- Assist participants in identifying and achieving their personal goals.
- Collaborate with and lead other team members to develop and implement support plans.
- Help prepare food during program sessions.
- Maintain confidentiality and respect the privacy of participants.
- Utilize lived experience to connect with and empower program participants.

*Qualifications:*

- A bachelor's degree in psychology or Education.
- A minimum of 3 years experience leading programs or instructional sessions.
- A minimum of 3 years experience working with youth with mental health or addiction challenges.
- A valid driver's license is considered an asset.
- Lived experience with mental health and/or addictions would be considered an asset.

This full-time position will begin immediately at our Charlottetown facility. The position has a salary range of \$28-30 per hour for 37.5 hours per week.

If interested, please submit a cover letter and resume to Dean Constable, Executive Director, at [work@reachfoundation.ca](mailto:work@reachfoundation.ca) by December 9th, 2024.