



**Canadian Mental
Health Association**
Newfoundland and Labrador

Workplace Mental Health Coordinator

The Canadian Mental Health Association – Newfoundland and Labrador Division is seeking a **Workplace Mental Health Coordinator**. The coordinator of this program will provide presentations related to workplace mental health to participants at various work environments. They will promote the program to organizations, and actively seek out opportunities to help promote workplace mental health through out the province. This is a permanent full time position.

Key Responsibilities:

- Develop and implement strategies and tools that will identify and address barriers to good mental health in the workplace.
- Develop and implement strategies and tools for employers, managers and employees to promote and maintain good mental health.
- Provide current and relative literature to employers and employees on workplace mental health and stress management.
- Develop and implement tools to evaluate the effectiveness of the strategies and tools that are used as a part of the Workplace Mental Health Program.
- Provide teleconference and video presentations when necessary.
- Develop and implement a client fee for service plan.
- Travel through out the province to present to work environments.
- Deliver presentations related to the Psychologically Healthy Workplaces.
- Support the overall work of CMHA-NL with other duties as assigned.

Qualification Requirements:

- Post secondary education in Social Services/Mental Health sector completed or in progress.
- Work experience in a related field.
- Understanding of mental illness and barriers faced in the workplace.
- Understanding of the Recovery Principles and their application in the community mental health setting.
- Excellent communication skills with the ability to engage employers and employees.

A driver's license and access to a vehicle is required.
Flexible schedule; some evening and weekends are required.

Please forward cover letter and resumé through email to:

Linda Beck
Canadian Mental Health Association, NL Division
70 The Boulevard, First Floor
St. John's, NL A1A 1K2
Email: lbeck@cmhanl.ca

Deadline: Close of business Wednesday, November 18, 2015

The Canadian Mental Health Association is an equal opportunity employer. People with lived experience are encouraged to apply.