



Mental Health Recovery Partners
North Island
Hope and Support for All

mail.ni@mhrp.ca

250-914-3059

Mental Health Recovery Partners North Island (MHRPNI) is looking for an Executive Director.

MHRPNI strives to improve and promote mental wellness, reduce stigma, and to better the lives of individuals and families affected by mental illness on North Vancouver Island. We provide educational programs and workshops, a family support group, and information about local resources to the public. Work out of our Campbell River office with some travel to the Regional district of Mount Waddington. Average of 13 hours/week. \$30.00 per hour.

Qualifications

- 2-5 years previous experience working in a social service, non-profit setting as an ED, Program Coordinator, and/or Office Manager.
- Post-secondary degree or diploma.
- Experience writing grant applications, including the annual Community Gaming Grant.
- Some prior knowledge of mental illnesses and substance use, and local mental health and social services resources, as a staff member, volunteer or PWLE.
- Experience in facilitating groups and workshops, and presenting to the public
- Knowledge of Microsoft Office programs, zoom and other video meetings/chat apps, WordPress, social media, etc.
- BC Ministry of Justice Criminal Record Check
- Ability to be self-motivated, work independently, be organized, meet deadlines and multitask.
- Be empathetic, friendly and have a good sense of humour.

Please send your cover letter and resume with 3 professional references to mail.ni@mhrp.ca Competition is open until a suitable candidate is found. Only those selected for an interview will be contacted.