

Job Posting

#25.82 CONTINUING CARE COORDINATOR

New Roads Women's Therapeutic Recovery Community

Please See Below for Shift Details

****Only open to self-identifying female applicants as approved by the BC Human Rights Commission****

Our Place Society (OPS) is an organization founded on inclusive and progressive Christian values and principles. We are driven by our values: hope and belonging, teamwork, unconditional love and safety. We work as a team to create a nurturing atmosphere of home and family, where all are welcome. A team approach is critical to living out our mission and values and directing our work.

Position Overview:

This position provides case management support for residents in the Therapeutic Community. Using the tools of the Therapeutic Community Model, the New Roads Continuing Care Coordinator supports the residents in aftercare programming, job search, connecting to community supports, housing and other resources as needed. This position continues to support alumni of New Roads and acts as a bridge between the alumni and current New Roads residents and residents in second stage.

This position, under the supervision of the New Roads WTRC Manager, participates in supporting the daily activities and needs of third and fourth phase residents in New Roads, residents in Second-Stage Housing and alumni.

Duties and Responsibilities:

- Develop and implement 3rd and 4th phase resident treatment plans in accordance with established guidelines.
- Initiate, coordinate, and participate in encounter groups as they relate to 3rd and 4th phase residents.
- Attend to individual residents' specific needs within relapse prevention and aftercare/continuing care planning.
- Provide support for residents in practicing the principles and values of the Therapeutic Model.
- Attend meetings per schedule.
- Participate in staff meetings and participate in or lead case conferences.
- Role model behavioral expectations of dress, daily work habits, interpersonal communication, positive attitudes, temperament, emotional self-management, and adherence to facility rules

- Develop and facilitate alumni activities including acting as a bridge between New Roads and Alumni.
- Support resident in implementation of comprehensive relapse prevention, wellness recovery action plans.
- Support that the entire milieu of the Therapeutic Recovery Community, understanding that every activity is therapeutic, that the goal of every activity is designed to advance the personal growth of individuals.
- Promote use of the community by utilizing behavioral re-enforcers and extinguishers.
- Participate in special events and celebrations.
- Support job, schooling, and housing search
- Connect residents to community supports and networks.
- Build rapport with residents.
- Schedule will include days, evenings, nights and/or weekends.
- Continue action plan development and implementation with individuals in second stage housing.
- Participate in implementation and running of educational programs, including assisting women in enrolling.
- Other duties pertaining to role and as required.
- Required to attend court as well as prepare court documents for Phase Three and Four women as needed.
- Required to prepare Section 3 PWD application as the qualified assessor.

Skills and Abilities:

- Establish and maintain a therapeutic rapport with residents.
- Strong knowledge of resources in the community as well as Provincial and Federal resources.
- Ability to build relationships with partners and other professionals in the larger community.
- Observe and recognize changes in residents.
- Assess situations based on individual resident's needs, family needs, program needs, New Roads and OPS policies.
- Make adjustments in services based on individual levels of competence and emotional state.
- Communicate effectively, both verbally and in writing.
- Able to work within a multidisciplinary team and independently.
- Organize and prioritize workload.

Qualifications:**Education and knowledge:**

- Bachelor's Degree in a social services field.

Training and Experience:

- A minimum of two years of experience working in an addiction's recovery environment or an equivalent combination of education, training and experience.



Hope and Belonging

Working Conditions

****Only open to self-identifying female applicants as approved by the BC Human Rights Commission****

Shifts: Full time (40 hours/week), four 10-hour days. Occasional evenings or weekends may be required.

Compensation: \$38.42 to \$49.77 per hour

Benefits: Vacation is accrued at a rate of 6% or in accordance with your length of service as per the collective agreement (Article 18.1). Eligible for a 100% employer paid comprehensive benefits plan, including health and dental coverage, after completion of probationary period.

This position requires union membership.

How to Apply:

Eligible candidates are invited to submit a covering letter with their resume detailing their related background, experience, and qualifications by 3pm on Tuesday, July 22, 2025 to careers@ourplacesociety.com or to Our Place Society, Attention Ryan Brost, HR Manager, 1027 Pandora Ave, Victoria, B.C. V8V 3P6. Please quote “File #25.82 – Continuing Care Coordinator – WTRC” in the subject line.

Please note: All applications must have a cover letter to be considered.

We appreciate your time and interest in the position. However, due to the volume of applications, only shortlisted candidates will be contacted.

Our Place Society is an equal opportunity employer. We value the diversity of the communities we serve and are committed to engaging and developing a diverse and inclusive workforce. Our Place Society welcomes applications from First Nation, Inuit, Métis, New Canadian, differently-abled, and LGBTQ2S communities.