



UP House Facilitator

About UP House Montreal

Founded in 2010, UP House is the only accredited Clubhouse in Quebec and is part of a network of more than 360 Clubhouses worldwide (www.clubhouse-intl.org). Our goal is to break social isolation and restore meaning, confidence and a sense of community for adults living with mental health issues.

We deeply believe in the strengths of each person. Members and staff work side-by-side to operate the community center and create opportunities through the work-ordered day for development, learning, and connection. Our approach is based on collaboration, dignity and respect.

Mandate

We are looking for a generalist who will join the team of Facilitators and be accountable to UP House's Executive Director. Facilitators support Members to achieve their goals by helping to structure programs, outings, activities, meetings and tasks, foster collaboration, and manage group dynamics.

Responsibilities:

- Work side-by-side, and actively engage members in participating in all areas of the operation and decision-making of UP House
- Support members and focus on the abilities and potential of each member while being mindful of challenges they face in their recovery process.
- Implement programs and policies in accordance with the Clubhouse International model (www.clubhouse-intl.org)
- Assist members with all aspects of community support services (educational goals, housing stability) including Community Volunteering and Transitional Employment
- Provide coverage on a rotating basis for late afternoons, holidays, and social activities, as well as weekends if needed. Be willing to participate in a future training session at a certified base

Qualifications:

- College Diploma or University Degree and / or related experience in a Community/Social/Healthcare/Human Services related field.

Skills, knowledge and abilities:

- Ability to promote curiosity and exploration, create a fun and engaging work environment, and encourage participation and collaboration
- Dynamic presence, physical energy, ability to maintain a group's momentum, enthusiasm and focus
- Ability to organize and multitask, manage work time, and adjust workflow
- Strong aptitude for teamwork: open communication, and ability to work in all areas, give feedback and contribute to process and solutions
- Ability to communicate effectively with individuals and groups
- Commitment to fostering hope and kindness, and developing empathy
- Discernment, and impartiality: ability to rely on facts and observations to make informed decisions
- Excellent oral and written communication skills in French and English
- Strong Computer literacy skills (Microsoft Word, Excel, PowerPoint, Canva, Zoom, Teams, Mailchimp)
- Knowledge and understanding of mental illness and its socio-economic impacts

Salary: Yearly, between 38,000\$ and 41,600\$, according to qualifications and experience

Benefits: Extended health, dental and paid vacation

Hours: Full-time position, 35hrs per week, day shift, late afternoon on a rotating basis

Location: In person at UP House, 5215 Namur, Montreal H4P 2R7

Expected start date: As soon as possible

To Apply:

Write two paragraphs to tell us why you are interested and what you bring to the position.

Please send your letter and CV, in English or French, to: lisa.bellevue@uphouse.org. Thank you in advance for your time and care applying for the position.

Additional:

Discover the Clubhouse International Model and Standards here www.clubhouse-intl.org

Learn more about UP House here: <https://www.uphouse.org/>

UP House
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