



## Summer Student Job Description

**Job Title:** Wellness Program Assistant  
**Reports to:** Manager of Wellness & Rehab Programs  
**Wage Range:** \$17.70/hr  
**Hours:** Full-time: 35 hours/week  
**Term:** 8 Weeks

*Our application for a summer student position to the Canada Summer Jobs Program has been approved. This program is funded jointly by Service Canada and the Canadian Mental Health Association.*

### Organization Overview

The Canadian Mental Health Association (Vernon and District Branch) is a non-profit organization that exists to promote mental wellness in the community of Vernon, and surrounding areas in the North Okanagan. It is part of a provincial and national organization. We believe in empowering individuals, groups, and communities in self determination to enhance their mental health. We are committed to providing an environment that is free from prejudice, discrimination, and harassment. We strive to reflect the entire community in our volunteers and staff and promote equal access to the services we provide.

### Job Summary

The "Wellness Program Assistant" will work with the Rehab and Wellness team to assist participants living with mental health concerns that currently access CMHA services. This position will assist in planning and implementing social and recreational programs for both youth, adults and seniors and assist with the enhancements of Wellness Education programs. The focus of this position will be on activation, exercise and education to help program participants improve their overall mental and physical health by reducing isolation and increasing social and peer connections. The "Wellness Program Assistant" will be involved in the planning and participation of a variety of activities such as; summer camping trips, community gardening, CMHA's Art Show, the promotion of healthy eating and cooking groups, yoga, meditation, hiking, swimming and other creative pursuits.

### General Duties

Under the supervision of the Manager of Wellness & Rehabilitation Programs, the Wellness Program Assistant will assist with:

- Assist with the planning and implementation of social and recreational programs with CMHA's adult Wellness and Rehab Program.
- Plan and implement social and recreation programs specifically focused on the participation of a younger adult population & youth.



- Assist in the planning and participating in special events such as overnight camping and the annual Awakening the Spirit Art Show and Sale
- Support and encourage individuals participating in the social and recreational activities to enhance their recovery
- Promote health and personal growth through leisure and recreation experiences, which contribute to physical, social, emotional and mental well-being
- Assist the Wellness Education coordinator with the enhancement of the current wellness education materials.
- Assisting with all other rehabilitation programs at CMHA including the Georgette Thrift Store and the kitchen nutrition program.
- Entering statistical information, creating spreadsheets and information posters
- Performs other related duties as required

### **Skills and Abilities**

- Must be between 19 and 30 years of age
- Knowledge of mental illness and an interest in the mental health field
- Must have computer skills and knowledge of Microsoft Office
- Must be able to work flexible hours
- Must have the mental and physical abilities to perform required duties
- Must have a car and a valid BC Driver's license
- Must be able to organize and work both independently and as a member of a multidisciplinary team
- Is not a relation of the Employer or Board of Directors.

### **Application to Include**

- Resume and cover letter with at least two references
- Please send to [lenai.schmidt@cmhavernon.ca](mailto:lenai.schmidt@cmhavernon.ca)