

## Youth & Family Recovery Coach

Full Time

Step 1

The Station, Courtenay, BC, CA

Yesterday

Requisition ID: 1008

### Salary Range:

\$40.03 To \$50.59 Hourly

This position includes a comprehensive 100% employer-paid benefit package, enrolment in our defined benefit pension plan (Municipal Pension Plan), and three weeks of paid vacation.

Applicants must be authorized to work in Canada and at our organization on an ongoing basis.

The John Howard Society of North Island is an employment equity employer.

This position is open to applicants of all genders.

This position requires union membership and the completion of two criminal record checks.

All union JJEP/Paraprofessional positions are subject to wage grid levels. Positions begin at Step 1 and are increased to Steps 2 through 4 based on number of hours worked.

## Job Description

*Job Title:* Youth and Family Recovery Coach

*Work site:* The Station

*Program:* Level UP at The Station

*Benchmark:* Addictions Counsellor

*Grid Level:* Grid 14, Paraprofessional

*Reports To:* Program Manager

## Summary

The Youth and Family Recovery Coach assists clients to take actions so they can meet goals related to their substance use. By establishing supportive and trusting relationships with youth, the Youth and Family Recovery Coach aims to reduce risk, promote positive choices for a healthier lifestyle, and support youths' connections, stability, and attachment to family and community.

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# Key Duties and Responsibilities

To be successful in this position, the Youth and Family Recovery Coach must be able to consistently perform each key duty and responsibility. Other duties may also be assigned. Within a system of care:

- Collaborate with youth and families to create a step-by-step plan of action that is geared towards attainable goals, continuous assessment of what is working and what is not working, and recovery from setbacks.
- Provide objectivity, accountability, and support to youth and families that focuses on positivity and engagement.
- Provide information and education to youth, families, and community regarding mental health, substance misuse, harm reduction, and other related issues. Direct youth, families, and communities to the right resources and assist them in navigating the medical system.
- Practice active listening and provide guidance to youth that increases their self-care. Develop helpful strategies, new activities and routines, and provide other related information that will assist youth to develop new behaviour patterns.
- Develop and provide prevention activities in community.
- Collect data for reporting on program outcomes and statistics.
- Represent the agency in the community when required. Maintain healthy relationships with other organizations and the community at large.
- Offer support to and consult with co-workers as part of a team providing integrated, holistic services to youth and families.
- Complete reports and attends meetings as required by The John Howard Society of North Island and Island Health.
- Participate in regular clinical consultation and supervision.

## Qualifications

The requirements listed below detail the knowledge, skills, and abilities required to perform the essential duties of the position.

## Education and/or Experience

- A bachelor's degree in a human services field from a recognized institution. Specialized training or experience in the area of substance use problems and mental health.
- Some driving is required to attend meetings, pick up a youth, or meet with clients in the community. The recovery coach must have a valid driver's licence and safe, reliable, properly insured transportation (as per Society policy).
- Two (2) years' experience which should include:
- Experience working with high-risk youth in a counselling or other helping capacity
- Remaining up to date with developments in the field

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## Counselling Skills

- Demonstrated ability with counselling techniques and approaches, including solution focused counselling.
- Knowledge of and experience with assessment, including of substance use issues.
- Knowledge of and experience in maintaining confidentiality, appropriate boundaries, and other basic counselling ethics.
- Understanding of trauma and its impact on youth and families.

## Case Management Skills

- Demonstrated ability to work constructively and cooperatively in a team setting.
- Excellent communication and interpersonal skills.
- Knowledge of and experience involving families, community partners, and other systems in treatment planning with youth.
- Knowledge of, and experience with, keeping case records.
- Knowledge of, and experience with, screening and referral.
- Knowledge of community resources for youth and families.
- Ability to use clinical consultation to enhance practice and meet required standards.

## Group Facilitation Skills

- Experience planning and leading educational, skill building, counselling, or support groups.

# Other Skills and Abilities

Youth and Family Recovery Coach must:

- Demonstrate a level of cultural sensitivity and understanding of the client population's cultural and socio-economic characteristics.
- Have the ability to form a mutually respectful partnership with persons served and their families in which they are helped to gain skills and confidence to address any issues and problems they face.
- Have the ability to accept the differences they will find among their clients.
- Accept clients' rights to self-determination and individuality, and must not discriminate on the basis of Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, socio-economic status, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.
- Have a positive conviction about the capacity of people to grow and change.
- Have the ability to work respectfully in partnership with other team members, including referring authorities.
- Recognize the value of a nurturing family as the ideal environment for a person.
- Have the ability to recognize persons with special needs and adjust the way service is provided or make appropriate referrals.

- Have the ability to set limits and maintain the helping role of the practitioner, and to intervene appropriately to meet the needs of the persons served or other family members.
- Have basic computer and Internet skills.

## Other Job Requirements

- The Youth and Family Recovery Coach must be able to work flexible hours to accommodate client needs, groups, meetings, and crises.
- The Youth and Family Recovery Coach must understand the values of family-centered services, and must have a commitment to young people's safety and family stability.
- The Youth and Family Recovery Coach should be open to employing an outreach approach. This could include taking part in physical or outdoor activities.
- Two completed, acceptable criminal record checks, one from the Criminal Records Review Program through the Ministry of Public Safety and Solicitor General and one from the Canadian Criminal Record Search of the RCMP National Repository of Criminal Records, the Canadian Police Information Centre, and the Police Information Portal.
- The Youth and Family Recovery Coach will follow the Code of Ethics and Mission Statement of The John Howard Society of North Island. The recovery coach will also abide by the relevant rules and regulations set out by the Vancouver Island Health Authority.


## Diversity

The John Howard Society of North Island welcomes applications from all qualified applicants including but not limited by those of any gender, race, orientation, or disability. Multilingual skills and multicultural competence are assets.

Monday - Friday  
35 hours per week.

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