

Wellbeing Manager



Essential Duties & Responsibilities

1. Resident Wellbeing & Support

- a. Work in partnership with the Friendship Home Therapist to develop and implement wellbeing support for residents that promote recovery, self-care, and resilience.
- b. Support the development of life skills programs aimed at fostering independence, self-esteem, and empowerment for survivors of domestic violence.

2. Staff Wellbeing & Support

- a. Provide onboarding, training and workshops to improve staff coping mechanisms, emotional resilience, and self-care.
- b. Create and maintain programs that support the mental and emotional health of staff, including stress management and resilience training.
- c. Work in partnership with the Friendship Home Therapist to promote regular self-care practices among staff to prevent burnout and secondary trauma.
- d. Manage contracts with external support services to provide a safe space for staff to discuss the challenges they face working in a high-stress environment.
- e. Create and manage peer mentoring program.

3. Crisis Management & Trauma-Informed Care:

- a. Serve as a key resource in managing trauma-related crises.
- b. Lead the development and implementation of trauma-informed care practices throughout services, ensuring all programs and staff interactions are sensitive to the needs of individuals impacted by domestic violence.

4. Collaborative Partnerships:

- a. Develop relationships with local mental health professionals and healthcare providers to facilitate access to domestic violence-informed services for both residents and staff.

5. Advocacy & Education:

- a. Lead educational programs and workshops for both residents and staff on topics related to personal empowerment, resilience, and self-care, incorporating the Strengths-Centered Advocacy framework.

6. Wellbeing Policy Development:

- a. Collaborate with the Executive Director, Human Resources Manager and Human Resources Committee to develop policies that promote a healthy and supportive work environment.

7. Key Responsibilities:

- a. Member of the leadership team
- b. Member of the action committee
- c. Member of staff/board engagement committee
- d. Member of the onboarding and training committee
- e. Lead staff strengths and wellness committee