

FAMILY SERVICES of the NORTH SHORE

4-5 days per week (28-35 hours)

Position: Senior Program Manager – Embody (formerly Jessie’s Legacy eating disorder prevention program)
Position #: 24-2198
Reports to: Director of Community & Provincial Programs
Location: North Vancouver Main Office (hybrid possible)
Closing: July 14, 2024

The Agency:

Family Services of the North Shore is an accredited not-for-profit, community-based agency committed to making a deep and lasting impact in our community through counselling, support, education, and volunteer programs.

We understand the competing responsibilities of modern life. In every role, we will support both your commitment to our community and the very real need to take care of your family. We also understand that to take care of others, you must take care of yourself. At Family Services of the North Shore you can do both. We aim to provide a sustainable model of work-life balance across all our programs and services.

The Program:

Embody (formerly Jessie’s Legacy Eating Disorders Prevention & Awareness Program), provides province-wide education, resources, and events to prevent eating disorders, address disordered eating, and promote healthier body image across BC.

We create original evidence-based content for the Embody and the Here to Help websites and social media channels, contribute articles to Visions Journal, support individuals with lived experience to share their stories, create and deliver educational webinars and presentations, support organizations to host eating disorder awareness events, and lead the annual Provincial Eating Disorders Awareness Week Campaign.

The Job:

This position is responsible for managing the Agency’s Embody Program.

Specifically, you will:

- Provide overall leadership and vision for the Embody program within the community and across the province.
- Provide ongoing supervision of the Health Literacy Lead position as well as possible contractors, practicum students and other employees.
- Maintain current knowledge of evidence-based research on eating disorders prevention and early intervention and ensure that program website and materials are accurate and up to date.
- Oversee knowledge translation of evidence-based research to create accessible, trustworthy resources for our program website, social media channels, community presentations, and Provincial Eating Disorders Awareness Week (PEDAW).
- Ensure all contract deliverables for the program are fulfilled successfully and on time.
- Participate in and provide direction to all projects of the BC Partners for Mental Health & Substance Use Information and represent the interests of the Agency and the program.
- Represent the Agency, participate in and possibly chair provincial and community planning tables and committees related to eating disorder prevention, disordered eating, and body image.
- In consultation with the Director of Community & Provincial Programs, develop and submit the annual funding proposal with Provincial Health Services Authority for the program.
- Prepare and submit reports to funders per contract requirements.

- With the Program Director, prepare and maintain the annual budget for the program and ensure expenditures remain within budget.
- Provide ongoing program evaluation to ensure programs are effective, evidence-based and have their intended impact.
- Ensure that program standards, guidelines and policies are maintained.

The Candidate:

You have:

- A master's degree in Public Health, Social Work, Counselling Psychology, or other relevant discipline.
- 2 years of experience coordinating or managing multi-faceted projects
- Advanced training and/ or knowledge of eating disorders and their impact on individuals and families.
- Advanced understanding of weight stigma, disordered eating, body image, media literacy, eating and feeding concerns, and protective factors for eating disorders
- Experience supporting and supervising staff, interns and/or volunteers.
- Experience coordinating and chairing external stakeholder meetings.

JOB SKILLS and ABILITIES:

- Ability to translate research into accessible mental health literacy resources.
- High degree of organizational skills
- Ability to manage competing commitments and multiple roles.
- Ability to collaborate with multiple stakeholders on complex projects.
- High level of competence with Microsoft 365, Google Drive, Teams etc.
- Excellent written and verbal communication skills
- Strong critical thinking skills
- Able to assess risk and make ethical decisions with integrity.

ADDITIONAL INFORMATION

This is a 4-5 day per week position (28 -35 hours per week) depending on candidate preference. This can be a hybrid role, but regular in-person work is required. Some evening and weekend work is also required to support Agency events.

The Compensation:

\$81,000-87,500 per year for 35 hours per week, plus four weeks of vacation time, full benefit package.

Approximate start date: August 26, 2024.

Family Services of the North Shore is committed to creating an inclusive workforce. We encourage all people to apply and to share relevant information to support our employment decision making process, ensuring we are able to reflect and meet the needs of a diverse community.

Please respond, in confidence, with resume and cover letter to:

Kathleen Whyte, Director of Human Resources

careers@familyservices.bc.ca

While we thank all applicants for their interest, only short-listed candidates will be contacted.