



Sophia Recovery Centre
Recovery Coach Job Posting

Sophia Recovery Centre is looking for a woman to fulfill the position of **Recovery Coach**. This is a part-time position (15 - 22.5 hours/week).

The successful candidate will be a woman in recovery from addiction with sustained abstinence for a minimum of two years. She will have superb hands on knowledge of the 12 Steps, as well as have exceptional communication skills.

Qualifications:

1. **Must be a woman in recovery from addiction** with sustained abstinence for a minimum of two years
2. Post-Secondary education is preferred. Must have or be willing to take and pass the Life Skills Certification Program (online)
3. Experience in 12 Step facilitation
4. Excellent verbal and written communication skills
5. Excellent computer skills (Word, Excel, PowerPoint)
6. Knowledge of community resources (recovery, mental health, wellness)
7. Professional and mature
8. Client focused and able to maintain healthy boundaries
9. Comfortable with Group Facilitation
10. First Aid Certification is required

Working Conditions:

- ◆ Part-time position, 15-22.5 hours/ week, some evenings and weekends as required.
- ◆ Hourly Rate: \$16-17/hour

Please apply with a cover letter, resume and three references to:

Human Resource Committee at SophiaRCHR@gmail.com

Only those selected for an interview will be contacted. All applications will be kept confidential.

Thank you for your interest.

Sophia Recovery Centre offers a safe, hopeful, accepting environment for women seeking recovery from addiction through sharing, mentoring, learning and guidance in 12 step spirituality.