



## POSITION DESCRIPTION

### Contract Program Leader: Relaxation and Visualization

Wellspring Alberta is a charitable organization that supports, informs, and empowers those diagnosed with cancer by helping them address the fear, isolation, disruption and practical problems cancer can bring to their lives. An affiliate of the Wellspring Cancer Support Foundation, Wellspring Alberta provides a comprehensive range of programs, support, resources, so anyone living with cancer and the people who care about them can improve the quality of their lives. All programs and services are informed by evidence and offered free of charge and without referral in three centres and online. Our vision is that no one has to face cancer alone.

Wellspring Alberta's work is made possible through the generous donations of individuals, corporations, foundations and grassroots fundraisers, and with the efforts of committed volunteers, dedicated staff and skilled contracted program leaders.

Wellspring Alberta's Program Leader team is a team of highly skilled professionals with big hearts. Wellspring Alberta offers over 70 evidence-informed programs. Each program is unique and requires a different skill set. Most programs are under 2 hours, run once a season, 3 times a year.

#### **The Opportunity:**

Reporting to the Program Director and working closely with the program team, the contracted Program Leader is responsible for the leadership of the program. This program combines exercises in visualization and relaxation with meaningful discussion aimed at helping members on their journey of wellness. The primary goal is to raise awareness of each person's inner strength, which can be called upon, with practice, whenever needed. The program provides a unique experience for each individual.

At Wellspring, men living with cancer are invited to participate in a non-judgmental, pressure-free group where they find there is strength and comfort in listening and sharing with peers. The Wellspring Men's Group provides a safe and supportive space for sharing stories, challenges, and dreams, along with a few laughs. In the uplifting and nurturing environment of the group setting, participants are empowered by the knowledge that they are welcomed, supported and celebrated.

Wellspring Alberta is hiring this position for Edmonton House.

#### **Responsibilities:**

- Abide by the standards of leadership and policies outlined in Wellspring's Program Leader's Guide
- Create a welcoming and safe environment that encourages members to share
- Provide participants with safe participation guidelines including a reminder about confidentiality at the start of each class
- Guide members through visualization and imagery exercises
- Assist new members to integrate into the group
- Ensure all members are provided with equal opportunities to share within the group during the sharing component of the program
- Maintain primary responsibility for the leadership and management of the support group process

- Refer any issues or concerns that require follow up to the program team
- Engage in the Wellspring culture of philanthropy by taking opportunities within the program setting to recognize the importance of philanthropy for program delivery
- Make announcements to program participants, from time to time, based on wording provided by the program management team with respect to upcoming Wellspring initiatives or events

**Required knowledge and skills:**

- Be a graduate of a recognized post-secondary institution
- Be a health professional from a relevant discipline (e.g., social work, nursing, psychology), a member in good standing with the association which governs the profession (e.g., Alberta College of Social Workers), and provide to Wellspring a copy of the registration
- Have experience leading groups within a supportive care model
- Have experience in the use of relaxation and guided imagery as therapeutic techniques.
- Are aware of diverse needs and practice inclusive leadership
- Have experience in oncology and/or chronic disease

**To apply:**

We offer an empowering and inspiring team environment.

To apply, please submit a cover letter and resume to [nikif@wellspringalberta.ca](mailto:nikif@wellspringalberta.ca). This posting will close once we have found a successful candidate. We wish to thank all applicants for their interest, however, only those selected for interviews will be contacted.

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**Inclusion Statement**

Wellspring Alberta is committed to being an inclusive organization. We are in a process of expanding the diversity of identities and lived experiences, to be more reflective of the communities in which we work and live. To support this process, we've become an employer partner of the Canadian Centre for Diversity and Inclusion, developed an Advisory group, and we are taking action as part of our commitment to Diversity and Inclusion. We understand we're on a journey, which will take time, and that increasing equity in our organization and in cancer care is critical.

We encourage applications from groups that are typically under-represented in cancer-serving organizations including BIPOC (Black, Indigenous, and People of Colour) individuals, LGBTQ2S+ identifying individuals, persons with disabilities, and candidates from all equity seeing groups.

We welcome you to contact us for a conversation about accessibility and accommodations throughout the recruitment process.

We know that women and people of colour are less likely to apply for roles unless they meet every single requirement. If you're excited about the role, but your qualifications don't match perfectly, we encourage you to apply.

We appreciate your interest in Wellspring and warmly welcome all applications.