



Program Manager Full-Time

Port Hardy and North Island
Port Hardy

Wednesday June 24, 2026

\$31 - \$40/ hour (Salary \$73,000- \$90,000)

Company: Pacific Coast Community Resources

Website: <https://pccri.com/>

Industry: Social Services

How to apply:

<https://pacificcoastcommunityresources.applytojob.com/apply/jobs/details/wCWf6ZfTym?&>

Expiry Date:

Wednesday, July 08, 2026

Details:

- Monitor program delivery, planning, and organizational leadership
- Act as a community liaison with MCFD and coordinate special projects as assigned
- Report to the Regional Manager and Directors
- Demonstrate ability to manage and supervise multi/interdisciplinary teams using strong interpersonal, communication, organizational and conflict resolution skills
- Manage multiple projects with a high level of confidentiality, diplomacy and professionalism
- Use sound judgment and be able to perform well under pressure to meet strict deadlines
- Conceptualize new programs and services and experience in planning, organizing, directing, and implementing community-based activities and programs in a collaborative manner
- Provide services in a manner that supports and reflects positive cultural practices
- Use highly developed communication skills, both oral and written
- Recruit, provide orientation to, schedule and evaluate personnel
- Provide direction, guidance and support for team members to manage conflict openly and constructively
- Schedule and attend staff meetings and attend and participate in other meetings as required
- Maintain an attitude of caring, respect and optimism for families, representatives and community members
- Ensure the home is maintained in a neat and clean state at all times

Qualifications & Experience:

- A degree in one of the humanities, social sciences or related field with educational preparation for the role of manager/administrator
- Minimum 3 - 5 years experience in a health management role required *other combinations of education and experience may be considered*
- Nursing experience would be an asset
- Experience working with individuals (children/youth) with complex challenging behaviours
- Experience with substance use/addiction/harm reduction - working in and out of a community setting
- Experience with the application of

Trauma informed practices • Experience working with robust community partners, mental health, nursing support services • Knowledge of and or experience working within a unionized environment • Knowledge of Child Care Licensing Regulations – an asset • Knowledge of MCFD, Aboriginal Operational Practice Standards and Indicators • Knowledge and appreciation of Indigenous cultural practices and traditions and how culture impacts the development of individuals and communities • Knowledge of provincial, federal, and Indigenous organizations mandated to provide child & family services • Standard First Aid with CPR certificate • Possess a satisfactory physician’s assessment of fitness to work • Satisfactory criminal record and MCFD HUB clearance • Have a valid driver's license, access to a safe and reliable vehicle
