



WELLNESS COORDINATOR

The Epiphany Center, a non-profit in San Francisco, provides client-centered care to a diverse population of children, women, and families who are the most vulnerable in our society. Our purpose is to strengthen family life and to enhance the physical, social-emotional, intellectual and spiritual growth of each person in our care.

POSITION OVERVIEW

The Wellness Coordinator is responsible for the development and implementation of the Wellness Project, and for the coordination of all Project activities.

QUALIFICATIONS

Experience in women's drug treatment residential programs

- Work well within a multi-disciplinary team
- Possess personal qualities of maturity, responsibility, and good judgment
- Good communication and organizational skills
- Express a commitment to support and implement the agency Mission Statement, policies and procedures.

REQUIRED EDUCATION, CREDENTIALS & LICENSURE

- Master's Degree in a behavioral health field
- Valid California driver's license and good driving record.

RESPONSIBILITIES

- Develops and implements the Wellness Project to ensure that Project goals and objectives are accomplished.
- Facilitates focus groups throughout the grant period with participants to gather input on the Wellness Project implementation and evaluation.
- Plans and facilitates Wellness groups for all participants.
- Coordinates all Wellness Project activities with the Latino Commission staff.
- Participates in Epiphany Center multi-disciplinary treatment planning meetings, and in-services and community meetings as required.
- Maintains client confidentiality and professional boundaries at all times.
- Coordinates all evaluation activities with Evaluation Team and ensures the completion and collection of all data required.

BENEFITS

Epiphany Center provides an excellent benefits package for regular full and part time employees including employee health, dental, vision, 100% employer-paid life insurance, 401K retirement plan, Aflac voluntary plans, Employee Assistance Program, paid vacation, paid holidays and sick time.

APPLICATION PROCESS

To apply for this position, please submit your resume with a cover letter.