DIVERSIFIED
REHABILITATION GROUP

Psychological Services
Return-to-Work Services
Residential Mental Health Services

Mental Health Programs Lead

Full-Time Position | Carleton Place, Ontario Diversified Rehabilitation Group is a leader in the treatment of Post-Traumatic Stress Disorder (PTSD), Anxiety, and Depression. We are currently seeking an experienced Mental Health Professional to join our leadership team as a Mental Health Programs Lead, supporting the delivery, quality, and ongoing development of services provided through our Residential Traumatic Stress Recovery Program, Anxiety & Depression Recovery Program, and individual mental health services.
This multifaceted role combines clinical service delivery, program coordination, staff leadership, and organizational development, playing a key role in ensuring high-quality client care while fostering staff engagement, professional growth, and continuous program improvement.

This position requires in-person availability at our residential treatment facility in Carleton Place, ON. Scheduling will include days, evenings, weekends, and participation in an on-call rotation. Occasional travel may be required to support program operations, collaborator engagement, training opportunities, and other organizational priorities.

Compensation
$40-45 per hour
Compensation is based on education, experience, credentials, and scope of responsibilities.

Responsibilities
- Facilitate psychoeducational group sessions and individual coaching activities.
- Lead and coordinate the day-to-day operations and delivery of Mental Health Programs.
- Provide leadership, coaching, guidance, and support to Mental Health facilitators, coaches, and support staff.
- Oversee program activities from planning and implementation through completion and evaluation.
- Monitor program quality, staff performance, and documentation to ensure compliance with organizational policies and professional standards.
- Foster a collaborative, accountable, and supportive interdisciplinary team environment.
- Collaborate with management to identify opportunities for improving client experience, staff engagement, and program effectiveness.
- Assist in the development and delivery of staff training, professional development initiatives, and performance improvement strategies.
- Participate in organizational planning, program development, and the implementation of new services, policies, and procedures.
- Work collaboratively within a multidisciplinary team environment.
- Maintain accurate professional documentation and fulfill program-related administrative responsibilities.

Qualifications

- Bachelor's or master's degree in social work or a related field.
- Current registration is in good standing with the applicable professional college or association in Ontario.
- Demonstrated experience in a leadership capacity, including team coordination, staff development, and operational oversight.
- Strong interpersonal, leadership, organizational, and communication skills.
- Demonstrated ability to coach, mentor, and support staff while promoting accountability and professional development.
- Knowledge of mental health program development, project management, quality assurance, and continuous improvement practices.
- Strong clinical judgment, conflict resolution, analytical thinking, and problem-solving abilities.
- Experience facilitating group sessions and providing psychoeducation.
- Current Police Record Check – Vulnerable Sector Check (VSC).
- Valid Standard First Aid with CPR level C with AED certification (or equivalent).
- Valid Food Handler Certificate.
- Intermediate computer proficiency, including Microsoft 365 applications.
- Valid Class G Driver's License, reliable vehicle, satisfactory Driver's Abstract and Insurance and Claims Experience Record.
- Level 1 and Level 2 Occupational Awareness Training through First Responder Health is required. Successful candidates who have not completed this training must obtain certification upon hire.

What We Offer

- Meaningful work supporting individuals recovering from trauma and mental health challenges.
- Opportunity to contribute to the leadership, development, and continued improvement of specialized mental health treatment programs.
- A collaborative, multidisciplinary team environment that encourages knowledge sharing and professional development.
- Opportunities to earn Continuing Education Units (CEUs) through annual organizational training and professional development initiatives.
- Access to ongoing clinical consultation, mentorship, and professional guidance to support continued learning, skill development, and professional growth.
- Opportunities to strengthen leadership skills and contribute to organizational planning and decision-making.
- Exposure to evidence-based trauma-focused treatment approaches for PTSD, anxiety, and depression.
- Comprehensive benefits package following successful completion of probation.

How to Apply

Please submit your cover letter and resume to: hradmin@diversifiedrehab.ca
Please note that only candidates selected for an interview will be contacted. No phone calls, please.

Learn More About Us
www.diversifiedrehab.ca
www.PTSDrecovery.ca

Diversified Rehabilitation Group is committed to creating positive outcomes for individuals navigating injury, illness, disability, and workplace reintegration. We thank all applicants for their interest in joining our growing team.