



JOB POSTING

Posting Type: Internal/External

Date Posted: Oct 15/25

Application Deadline: Oct 29/25

Competition Number: 25-5

Job Status: Actively Recruiting

Location: Huntsville, Ontario (on-site)

Employment Type: Full-Time

Hours of Work: 40 Hrs Per Week, Shift Work

Experience: Experienced 1-2 years

Department: Clinical

Salary Scale: \$25.48-26.00

Attendant

PURPOSE OF POSITION

The purpose of this position is to assist the treatment team in the effective delivery of treatment services providing supervision of clients at De Novo Treatment Centre. Attendants function as support staff ensuring the safety of residents and in working collaboratively with the treatment team, providing support where needed.

MAJOR RESPONSIBILITIES

- Supervise and monitor the clients.
- Ensure the safety/security and care of clients.
- Dispense medications following De Novo Treatment Centre policies and procedures.
- Uphold De Novo Treatment Centre policies and procedures, including; De Novo programming, treatment philosophy, Canon of Ethics and LiUNA 3000 Collective Agreement as it relates to this position.
- Detect and respond to emergency and crisis situations support and counsel if and when appropriate remaining within scope of practice. Reporting to on-call person if necessary and in any case, it will always be reported at shift change.
- Consult/communicate as required with the treatment team and management person on-call.
- May be expected to assist with Admissions, calls, day to day activities and other program needs as appropriate for position and credentials.
- Report and participate in team meetings/ staff meetings/ committees.
- Participate in opportunities for professional growth.
- Accurately complete required documentation/reporting.
- Assist in the admission and discharge process of residents when required.
- Assist in the maintenance of the building as it relates to cleaning and sanitizing as required.
- Act as a role model for our clients.
- All shifts are "awake" shifts.
- Other duties, as assigned.

EDUCATION AND QUALIFICATIONS

- College certificate/diploma within the addiction field an asset.
- Knowledge and work experience within addictions/human services required.
- Have obtained or be willing to obtain Canadian Addiction Counsellor Certification Federation (CACCF) "Recovery Coach " or higher credentials.
- Excellent verbal and written communication skills.
- A valid Ontario driver's license in good standing/insurable with agency policy. It is the employee's responsibility to ensure that the vehicle is safe and reliable to operate at the time of operation.
- Ability to work within a team environment following a treatment philosophy.
- Current CPR, First Aid/AED.
- Participation in required trainings provided by De Novo Treatment Centre. (WHMIS, CPI etc.)
- Vulnerable Sector Police Check required.

BENEFITS OF BEING A DE NOVO EMPLOYEE

- Paid Vacation
- Paid Sick Days
- Paid Personal Days
- Paid Premiums for shifts worked between 18:00 hrs. and 8:00 hrs.

- Paid Lunch Break
- Comprehensive Health Benefits Plan
- Group RRSP
- On-going Professional Development
- Paid Professional Registration and Credentialing
- Comprehensive On-Boarding Experience
- \$3 per Day Home-Cooked Meal Plan
- Free On-Site Parking
- De Novo is accredited with the Canadian Centre for Accreditation
- De Novo is a member of Addiction Mental Health Ontario
- De Novo is a member of the Ontario Hospital Association
- Clinical, Kitchen, Housekeeping and Maintenance positions are unionized members of LiUNA Local 3000

De Novo Treatment Center's Mission is to provide the highest quality of substance abuse treatment for the Employers, Employees, and Members within the unionized construction industry and their families.

De Novo Treatment Center's Vision is to be the recognized leader for drug and alcohol treatment in the construction industry of Ontario, and to provide the highest standard of care.

De Novo Treatment Centre is an equal opportunity employer. We value the importance of Compassion, Diversity, Dignity, Worth, Integrity, Excellence, Continuous Learning, and Teamwork within the workplace.

De Novo values lived experience, work experience, practical knowledge, formal training, and formal education in supporting people recovering from alcohol and drug addiction. Qualified people in sustained recovery and/or family members are encouraged to apply. Equivalency for candidates with significant relevant experience is considered. We retain all applications submitted for one year after the closing date of this posting for consideration in any future postings.

As part of our commitment to Accessibility, if you require information and materials in a specific format, please contact Human Resources at 705-787-0247 or email jobs@denovo.ca. If you are contacted regarding a job opportunity, please tell us if you require accommodation before the interview.

You are invited to submit your application which **MUST** include a cover letter and resume **quoting competition 25-5 by Oct 29/25 at 4:00pm** to:

The Hiring Committee
 De Novo Treatment Centre
 87 Forbes Hill Drive
 Huntsville, Ontario
 P1H 1R1
 Telephone: (705) 787-0447 Email: jobs@denovo.ca

Thank you for considering De Novo Treatment Centre as a potential employer.
 Successful applications must include an individualized cover letter and current resume.
 Only those applicants selected for an interview will be contacted.
 AI Technology is not used during the recruitment process.

