

McMan Youth, Family, and Community Services ~HELP MAKE A DIFFERENCE~

Supports for People with DisABILITIES Services Requires: PROGRAM SUPERVISOR (s) for the SPECIALIZED SUPPORTS FOR INDEPENDENCE PROGRAM

Details: The Program Supervisor will oversee specific operational and service delivery components as related to the individuals and staff within the program. They will ensure the delivery of quality services and that the overall care, safety and needs of the individuals are being met. This position will assist adults with developmental disabilities, mental health disorders, and complex behaviours. The individuals require support to foster community relationships, daily living skills and decision making using a best practice approach.

Hours: Monday to Friday, 40 hours per week. Times may vary depending on the needs of the program, and flexibility is required. Being part of an on call rotation is a requirement.

Why work for McMan:

- ◆ An opportunity to make a difference in the lives of individuals
- ◆ A chance to work with a team of dedicated staff
- ◆ Comprehensive benefit package that begins day one of employment
- ◆ Generous paid time off
- ◆ Opportunities for professional growth and development; paid training
- ◆ A commitment to a healthy work life balance
- ◆ The ability to work for an agency that appreciates **YOU!**

In your role you will:

- ◆ Participate in administrative operations as a part of the Specialized Supports for Independence Supervisory team
- ◆ Responsible for the overall case management including making regular home visits, providing supervision of Team Leaders and overseeing supervision of Front Line staff
- ◆ In consultation with the Program Management Team, will assist overall program strategic goals and day to day management duties
- ◆ Attend all Specialized Supports for Independence Supervisor meetings
- ◆ Attend regular supervisions with the Program Manager as per policy
- ◆ Ensure that all case management meets Program requirements

As one of the ideal candidates, you possess:

- ◆ Completed Degree/Diploma in Human Services
- ◆ Five (5) years of directly related experience in Human Services, plus three (3) year of supervisory experience
- ◆ Equivalencies may be considered.
- ◆ Police Information Check; including Vulnerable Persons Sector Check (from within the last 6 months)
- ◆ Emergency First Aid—Level A CPR + AED
- ◆ Valid Class 5 drivers license, drivers abstract, reliable vehicle and auto insurance **are required**, ability to drive an agency vehicle would be an asset
- ◆ Experience working with individuals who have experienced being unhoused, significant mental health diagnoses and addictions
- ◆ Strong computer/word processing skills
- ◆ Good critical thinking skills and the ability to lead independently
- ◆ Excellent verbal and written communication skills
- ◆ Exceptional leadership, organizational and time management skills
- ◆ Desire to see individuals succeed

Starting Rate of Pay: \$31.20—\$33.10 per hour; depending on experience and education

Closing Date: April 22, 2024

Competition Number: SSI-03 (Please quote on cover letter or resume)

Please apply BY FAX OR E-MAIL ONLY AT THIS TIME to McMan Human Resources:

Mail: 11016-127th Street, Edmonton, Alberta T5M 0T2

Fax: (780) 409-9419

Email: careers.edmnorth@mcman.ca



For more information please visit our website at www.mcman.ca

Thank you for your interest. Only short-listed candidates will be contacted for an interview.

Posted April 15, 2024