Community
Living
Toronto

Posting # E17-102

JOB OPPORTUNITY
Human Resources Department

POSITION: PROGRAM SUPERVISOR   **REGION:** Scarborough

Community Living Toronto, one of the largest agencies of its kind in North America, is a dynamic innovative organization committed to a vision of promoting a welcoming community. As a leader in the field, Community Living Toronto offers support to over 6,000 individuals with an intellectual disability as well as support to their families, including residential and day support, assistance with employment, community support, early childhood services and respite.

QUALIFICATIONS:

Minimum Community College Diploma in Social Services or University Degree in a related discipline. Four to six years experience in counselling case management, budgeting/financial and supervisory experience of at least one year are required. Successful completion of internal legislated and mandated training is required. Driver's license is an asset.

JOB SUMMARY:

Supervision of two group homes. Main responsibility is to ensure the delivery of supports and programs consistent with life plans and clarifying the needs of individuals supported in order to enhance the capacity of individuals to function in all aspects of community living.

RESPONSIBILITIES:

Under the supervision of program manager, this position is responsible for

- All aspects of group home programs including resident programming and contact, staff performance and scheduling, budgets, routine housekeeping, follow-up re: property maintenance.
- Interviewing and hiring of all group home staff.
- Regular program reviews.
- Providing training and evaluation of all staff in the two residences.

HOURS OF WORK: 7.5 hours per day

TO APPLY:
SEND YOUR COVER LETTER AND RESUME TO:

Careers@cltoronto.ca

PLEASE QUOTE JOB POSTING # E17-102

When required, accommodations for disabilities will be provided, on request.

We thank everyone for their interest in Community Living Toronto; however, only those applicants with necessary qualifications, experience and education will be contacted for an interview.