



JOB OPPORTUNITY

Human Resources Department

DATE: March 16, 2017

REGION: Scarborough

POSITION: PROGRAM SUPERVISOR

**INITIAL
ASSIGNMENT:** To be determined

QUALIFICATIONS:

Minimum Community College Diploma in Social Services or University Degree in a related discipline. Minimum two years' experience working directly with children/youth on the autism disorder spectrum, within a residential setting, using systems of Applied Behavioural Analysis (ABA), within the developmental services, mental health or education sector. Experience working closely with family members of individuals supported within the residential communicating details of supports and programs as well as addressing individuals needs and monitoring progress. Two to six years' of supervisory experience including budgeting and at least one year of experience in counselling and service coordination. Solid experience with implementation of behavioural protocols and treatment plans preferred. Successful completion of internal legislated and mandated training is required. Driver's license is an asset.

JOB SUMMARY:

This position will supervise two children's residential programs. The Program Supervisor's main responsibility is to ensure the effective delivery of supports and programs consistent with life plans and ensuring the needs of individuals are supported in order to enhance the capacity of individuals to function in all aspects of community living.

RESPONSIBILITIES:

Under the supervision of Program Manager, the Program Supervisor will primarily be responsible for:

- Working closely with the multi-disciplinary team to review data and oversee and ensure adherence to operational roles with regards to the implementation of BSPs.
- Scheduling, budgeting, routine housekeeping, follow-up regarding property maintenance.
- Regularly conducting program reviews.
- Interviewing and hiring all staff for the children's residential programs.
- Providing objectives, ongoing training and development and performance management for all staff in the two children's residential programs.
- Overseeing a program that carries out individualized therapeutic/behavioural interventions and protocols; collects extensive data; performs frequent crisis prevention and intervention strategies; and provides behavioural/emotional/psychological support to children/youth with ASD.

HOURS OF WORK: 7.5 hours per day

STARTING DATE: Immediately

**TO APPLY
SEND YOUR COVER LETTER AND RESUME TO
Careers@cltoronto.ca**

DEADLINE DATE FOR APPLICATIONS IS MARCH 29, 2017

When required and upon request, accommodations for disabilities will be provided.

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