

**DATE:** December 15, 2016

**REGION:** TBD

**POSITION: PROGRAM SUPERVISOR**

**INITIAL ASSIGNMENT:** TBC

**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

**STARTING DATE:** Immediately

**APPLY TO:**  
**HUMAN RESOURCES DEPARTMENT**  
Community Living Toronto, 20 Spadina Road, Toronto, Ontario, M5R 2S7  
-OR-  
E-mail at [Careers@cltoronto.ca](mailto:Careers@cltoronto.ca)

**PLEASE QUOTE JOB POSTING #E16-134**

If you are interested in being considered for more than one position,  
**send only one application and indicate all Job Posting numbers in the subject line.**

Candidates will be screened based on the information provided to Human Resources.  
When required, accommodations for disabilities will be provided, on request.