

## 2 Full Time Supervisors

<b>Program:</b> Supported Independent Living and Intensive Supports	<b>Status:</b> Full-Time	<b>Pay Rate:</b> \$30.05
<b>Location:</b> Owen Sound and District	<b>Hours of Work:</b> Based on the needs of people supported and may include days evening and weekends.	<b>Benefits:</b> Employer paid Health and Dental, RRSP matching, Vacation and Paid Time Off.

Community Living Owen Sound and District is looking for a highly motivated and committed leader to join our Support Services team, to implement and establish systems. Reporting to the Manager of Supported Independent Living and Intensive Supports, the Supervisor is responsible for the leadership and oversight of Supported Independent Living and Intensive supports programs within their portfolio in a manner which complies with provincial and federal legislation and standards. The focus of the work will be to ensure smooth operations and implement and establish systems that will ensure quality service delivery. Specific functions include providing effective program monitoring and implementation, handling day to day operational issues, supervising an interdisciplinary team.

The Supervisors of Supported Independent Living and Intensive Supports are required to perform their duties in a manner consistent with the Mission, Vision and Values of Community Living Owen Sound and District and to create a safe and supportive environment for all people supported and staff within the agencies.

**To succeed as a supervisor, you will be able to demonstrate the ability to:**

- Understand developmental disabilities, mental health and complex diagnoses.
- Monitor program operation in accordance with policies and procedures as well as compliance, with funder regulations and standards.
- In cooperation with management team identify and implement best practices that can be shared throughout the department.
- Support the staff teams in a timely and sensitive resolution of complaints and service provision issues.
- Support scheduling requirements for the program/agency.
- Assist with the on-call duties on a rotational basis.
- Provide regular supervision and performance appraisals of support staff.
- Provide support for the recruitment and orientation of new employees in the agency.
- Identify and manage risk issues relating to the program as they arise, ensure immediate follow up and reporting any material concerns to management.
- Act in a leadership capacity in the development of community partnerships with other service providers and other community agencies to expand community integration opportunities.
- Operate in an effective, efficient and person-centered manner to achieve the best outcomes.
- Ensure adherence to all aspects of the Occupational Health & Safety Act and Fire Code for the department.
- Ensure adherence of the implementation of fire and emergency drill procedures and review reports to ensure that follow up is completed as required.
- Build strong relationships with supported adults and their families/guardians.
- Facilitate regular team meetings.
- Participate in the development of Individual Service Plans and Positive Behaviour Support Plans.
- Submit summary reports as required.
- Work collaboratively with other departments.

**The successful candidate will possess:**

- BSW or DSW, or related degree/diploma.
- A minimum of 3 years leadership experience in the developmental services or related sector. A combination of education and experience will also be considered.
- Knowledge and understanding of Person-Centered Planning, MCCSS compliance standards and other related legislative requirements.
- Demonstrated success in mentoring and coaching staff teams to achieve measurable outcomes.
- Demonstrated ability to lead and model positive change in an environment.
- Excellent communication skills.
- Excellent skills in the use of technology and social media.
- Have the ability to find creative and innovative solutions to challenging situations.
- Exhibit interpersonal skills that endorse good ethics and integrity.

Please submit cover letter and resume to [employment@comlivos.on.ca](mailto:employment@comlivos.on.ca) quoting:  
Supervisor-Job Posting #2024-187 in the subject line.

We would like to this opportunity to thank all applicants; however, only those selected for an interview will be contacted.