



## EMPLOYMENT OPPORTUNITY

# TEMPORARY MANAGER OF SUPPORT SERVICES

FULLTIME 37.5 HOURS PER WEEK WITH BACKUP ON-CALL ROTATION  
(MATERNITY LEAVE 12 MONTH CONTRACT)

Reporting to the Director of Support Services, the position will be responsible for the day to day management of the delivery of support services to individuals with a developmental disability through the supervision of direct support staff as well as direct contact with clients and families/significant others.

### Qualifications and qualities

Minimum of an Undergraduate Degree in Social Services or a Diploma in Human Services (supply proof of education) or equivalent work experience related to supporting people with a developmental disability.

Preference given to applicants with management and supervisory experience as well as experience with a unionized environment working with a Collective Agreement. Excellent organizational, leadership, communication, interpersonal and critical thinking skills required. Demonstrated experience and ability to work as an effective team member who can work under pressure in a fast-paced environment. Must be able to work independently and provide support in crisis situations. Availability to work a flexible schedule is required and able to perform back up on-call rotation one out of every 5 weeks. The successful candidate will possess a passion for exceptional supports delivered to the clients served and familiarity with scheduling to meet client needs.

Valid driver's license with appropriate insurance as well as access to a reliable vehicle, criminal records check (Vulnerable Sector), proof of vaccination and Standard First Aid Certificate are required.

Submit covering letter **specifically stating the position** you are applying for and resume to:

Georgie Ostrowski  
Human Resources Officer  
[georgie@avenueii.com](mailto:georgie@avenueii.com)

**Closing date: Monday October 3<sup>rd</sup>, 2022 @ 4:30 p.m.**