RYGIEL Supports for Community Living

RYGIEL Supports for Community Living is a non-profit organization providing residential supports to people who live with a developmental disability and multiple physical handicaps.

Manager of Residential Services

Reporting to the Director of Supports and Services, the Manager of Residential Services is responsible for all residential and base funded respite programs operated by Rygiel Supports for Community Living. The incumbent will ensure the delivery of high quality services within budget, through a team of supervisory staff, in collaboration with senior team members, achieve organizational goals and objectives and support Rygiel’s vision through values-driven leadership.

Responsibilities

- Ensure service delivery is consistent with the values and beliefs of the agency and that all support contributes to living the agency vision
- Ensure agency services abide with, and follow government policy requirements/expectations
- Measure/track and analyze relevant outcome data (i.e. client satisfaction, budget control, overtime)
- Monitor and assess service quality and develop strategies and systems to support improvements in service quality
- Supervision and performance management of front line staff (i.e. service coordinators, team leaders and support workers)
- Monitor compliance with AIMS database
- Coordinate Compliance procedures and audits with the Ministry of Community and Social Services
- Coordinate third party behavioural support plan review process
- Adhere to Health and Safety Act and the Rygiel Health and Safety policies and procedures

Qualifications & Competencies

- Minimum of five years’ experience in a manager/supervisory role
- Relevant post-secondary education in social services, preferably the developmental services sector
- Experience within the field of Developmental Disabilities preferred
- Up-to-date certification or willingness to be trained in CPR, First Aid, Fire Safety and WHMIS
- Thorough understanding and familiarity with a variety of computer applications including word processing (Word, Excel, database applications)
- Willingness to participate in ongoing Values Based training
- Proficiency in the French Language would be an asset
- Ability to develop and communicate goals in support of the business’ vision and values
- Ability to develop and motivate staff and foster teamwork
- Ability to tackle problems using a logical, systemic, sequential approach and draw valid conclusions and recommendations

We offer a competitive compensation package, including benefits. Qualified individuals are invited to submit their resume via fax or email, along with a letter of introduction including salary expectations before December 8, 2015, to:

RYGIEL Supports for Community Living – Attention: Human Resources
200 – 1550 Upper James St., Hamilton, ON L9B 2L6
Fax: 905-525-5933 E-Mail: humanresources@rygiel.ca

We thank all applicants for their interest, however only those being considered for an interview will be contacted. No phone calls please.

RYGIEL Supports for Community Living is an Equal Opportunity Employer