



JOB POSTING
November 1st, 2018

Posting # 011118

Position Title: Program Manager

Reports to: Program Director of Community Living Services for Adults

Nature of Job:

Oversees the day-to-day operations of one or more Community Connections program(s). This includes the planning and coordination for the programs(s), staff assignments and direction; while ensuring the goals and objectives of the organization are met.

May also provide direct client services within the program(s). Promotes an awareness of, and compliance with, standards necessary for the ongoing accreditation of the organization.

With a focus towards the RADS program and Home Share Coordination.

Experience:

At least three years relevant work experience required for this position. Exceptional prior teamwork, leadership, and supervisory skills are necessary. Direct program delivery experience in the community social services sector with a demonstrated working knowledge of community-based programs and related provincial and community support services systems is preferred.

Qualifications:

First Aid - Emergency Level 1 or equivalent

Other Requirements:

Criminal Record Check
Drivers Abstract
Special Needs Worker Certificate or equivalent/experience
Well-developed planning and administrative skills
Computer Skills – Word, Internet and Access

Wage: \$22.90/hour

Location: Main Office / Satellite Office

Hours: 37.5 hours per week, regular on call rotating weekends.

Closing Date: Nov. 16th 2018

Start Date: As soon as possible

Applications must include a current resume with a cover letter stating your qualifications and education for the Posted Position to:

Thomas Zuliniak
Human Resource Specialist
Community Connections (Revelstoke) Society
Ph: 250 837 2920 Ext. 26
Email: tzuliniak@community-connections.ca

Community Connections is a CARF accredited organization