

## JOB OPPORTUNITY

**POSITION: PROGRAM SUPERVISOR**

**REGION:** Specialized Resource Home

**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 supports to over 6,000 individuals within 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:**

Post-secondary education in Social Services or a related discipline. Minimum of two years of relevant experience required in direct care including experience with individuals with an intellectual disability. Working directly with children and adults on the autism disorder spectrum, within a residential setting, using systems of Applied Behavioural Analysis (ABA) is an asset. Solid experience with implementation of behavioural protocols and treatment plans preferred. Case management, budgeting/financial and supervisory experience of at least one year is required. Successful completion of internal legislated and mandated training is required. Driver's licence is an asset.

**JOB SUMMARY:**

The Program Supervisor's main responsibility is to ensure the effective delivery of supports and programs consistent with life plans and ensuring the needs of individuals are supported in order to enhance the capacity of individuals to function in all aspects of community living.

**RESPONSIBILITIES:**

Under the supervision of Program Manager, the Program Supervisor will primarily be responsible for:

- Working closely with the multi-disciplinary team to review data and oversee and ensure adherence to operational roles with regards to the implementation of BSPs.
- Scheduling, budgeting, routine housekeeping, follow-up regarding property maintenance.
- Regularly conducting program reviews.
- Interviewing and hiring all staff for the children's residential programs.
- Providing objectives, ongoing training and development and performance management for all staff in the two children's residential programs.
- Overseeing a program that carries out individualized therapeutic/behavioural interventions and protocols; collects extensive data; performs frequent crisis prevention and intervention strategies; and provides behavioural/emotional/psychological support to children/youth with ASD.

**HOURS OF WORK:** 7.5 hours per day

**TO APPLY:  
SEND YOUR COVER LETTER AND RESUME TO:**

**Careers@cltoronto.ca**

**PLEASE QUOTE JOB POSTING #E19-165**

**When required, accommodations for disabilities will be provided, on request.**

**We thank everyone for their interest in Community Living Toronto; however only applicants with the necessary qualifications, experience and education will be contacted for an interview.**