

Community Living Tillsonburg is currently hiring a **permanent Full Time Coordinator of Community Services**.

Are you someone who is passionate about helping individuals explore, connect and experience life in their communities? Do you encourage independence in decision making and individual growth and development? Do you have supervision, leadership, and coaching experience? Do you know the resources available in our community, understand behaviour as communication? Do you have a working knowledge of people who experience disabilities and mental health issues?

Who we are:

Community Living Tillsonburg advocates and assists people with disabilities to fully participate in and contribute to their community. We work at building inclusive communities by promoting acceptance. We focus on equity, inclusion and dignity for all people to ensure that people have a good life, enjoying the same rights and freedoms, and have the same expectations as other community members; to have a job, friendships, a decent place to live and feel the sense of belonging that comes with being included and valued.

Who we are looking for:

We are seeking a highly motivated individual who enjoys seeing the positive impact of participating and being included in community. You believe and can help individuals explore, connect and experience life in their communities. Your attention to detail supports your sound case management abilities. You are organized and results oriented, equally comfortable working independently and as part of a dynamic team and confident in a fast paced and adaptable work environment. You understand and can follow a budget in order to ensure a positive year end.

What we offer:

- Positive, inclusive culture
- An engaged and supportive management team
- Excellent Health and Wellness benefits
- Full time hours with great vacation package
- Competitive compensation
- Travel/mileage compensation
- Career development opportunities

This Coordinator Position is responsible for Community Participation, Fee for Service, Family Support and Respite Services. You will lead staff in promoting principles of inclusion and natural supports, facilitating relationships, and promoting people's participation in community life through Community Participation. This would include providing supervision and guidance and support to staff, in the delivery of these services. Supporting staff to provide opportunities for meaningful experiences that promote personal interests, skill development and community connectedness. Through role modeling and development of staff, ensures supports are developed and delivered for individuals to achieve their personal goals. Develop and maintain relationships with staff, families, individuals receiving support and other stakeholders.

Competencies/Abilities:

- Strong relationship and partnership building skills.
- Working knowledge of seeking out community resources and activities.
- Strong motivational, leadership, team building, coaching and mentoring skills.
- You are a team player and open minded and accepting of others' differences, valuing equity, diversity, and inclusion
- Experience working with individuals who have different communication styles and may communicate through challenging behaviour.
- The ability to create and implement behaviour support plans.
- Strong program evaluation, development and implementation skills.
- Strong conflict resolution, problem-solving and contingency planning skills.
- Excellent listening, communication and accurate writing skills.
- You understand and promote the principles of inclusion and natural supports.
- Excellent analytical, time management and organizational skills.
- You use techniques to promote a positive, pro-active work environment which seeks to build self –esteem and confidence
- Champion change and innovation, facilitate growth and development
- Professional
- You have working knowledge of relevant legislation, i.e. Employment Standards Act, Ministry of Labour, Health and Safety, ODSP (Ontario Disability Support Program), Services and Supports to Promote the Social Inclusion of Persons with Developmental Disabilities Act.
- Strong computer skills, Word, Excel.
- You have current First Aid, CPR and NVCI.
- You have a valid Ontario driver's licence and a reliable car to use for work.
- Clear criminal record check and vulnerable sector clearance
- Must be vaccinated for COVID-19

What you bring:

- Post Secondary Degree or Diploma in Human Services or related field.
- 3-5 years of progressively responsible experience in developmental / human services, with significant supervisory experience, preferably in a unionized environment.
- Strong motivational, leadership, team building, coaching and mentoring skills

Closing Date: July 21, 2023, 4:00PM

Please apply with current resume & cover letter to: resumes@communitylivingtillsonburg.ca

Accommodation will be provided in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Community Living Tillsonburg is committed to supporting a culture of diversity and inclusiveness across the organization. We believe in equal opportunity, and it is our priority to ensure a barrier-free recruitment and selection process. If you are contacted for a position, please notify Human Resources of any accommodation needs you may have during the selection process. Information received regarding the accommodation needs of applicants will be addressed confidentially.

We thank all respondents for their applications but only those selected for an interview will be contacted.