



Mission Association for Community Living

JOB POSTING – INTERNAL AND EXTERNAL

Date Posted: May 9th, 2019

POSITION: **PERMANENT FULL-TIME** **Competition #00050919A**

RESIDENTIAL SUPERVISOR

LOCATION: **As Assigned**

HOURS: **40 Hours per week, scheduled to meet program requirements**

- RATE OF PAY:**
- * As per BCGEU Collective Agreement
 - * This position may qualify for the MACL benefit's package
 - * This position requires union membership

JOB SUMMARY: This position oversees the day-to-day operations of Residential Programs, provides ongoing supervision of staff, ensuring compliance with MACL Policy and Procedure, Collective Agreement, CLBC, CARF and Licensing Acts, Regulations, and Worksafe BC Regulations.

- QUALIFICATIONS:**
- Diploma in a related human/social service field a minimum of 3 years' experience including 1 year in supervisory and administrative experience, preferably in a similar residence setting or an equivalent combination of education, training and experience
 - Proven ability to build and maintain effective and ethical relationships with persons served, families, colleagues, and other stakeholders
 - Proven ability to build and sustain trust through integrity, concern for others, consistent behaviour, follow through on commitments & open communication
 - Demonstrated ability listen, understand & respond effectively to other people from diverse backgrounds; includes a deep & complex understanding of others
 - Proven ability to develop people using mentoring, performance evaluation, feedback and coaching.
 - The ability and willingness to adapt to constant changing demands in work schedule and duties
 - Proven ability to analyse problems systematically, organize information, identify key factors, identify underlying causes and generate solutions
 - Demonstrated awareness of, and preference for, respect for MACL.
 - Effective written and verbal communication, including presentation skills
 - Warm personal nature
 - Good mental and physical health
 - Proficiency in Microsoft Word
 - Experience developing and implementing Individual Service Plans
 - Clear Criminal Record Check, valid Food Safe Certificate, Basic First Aid Certificate as approved by Community Care Licensing, Physician's Report and tuberculosis Risk Assessment, current Driver's Abstract, valid BC Unrestricted Class 4 Driver's License, PIC License

Use of own safe car with adequate auto insurance to cover the business purpose for which it is used (reimbursement may be available).

START DATE: TBA

DEADLINE: Please forward a completed application form with your current resume to:
ATTENTION: COMPETITION # 00050919A
 33345 Second Avenue Mission, BC V2V 1K4

CLOSING DATE/TIME May 23rd, 2019 at 4:30pm

CURRENT SCHEDULE:

S	M	T	W	T	F	S	S	M	T	W	T	F	S
9-5	9-5	9-5	9-5	9-5			9-5	9-5	1-9	1-9	1-9		

This is the current schedule for this posting: as per the BCGEU Collective Agreement, article 15.5 changes to the schedule must be posted 14 days in advance of the beginning of the work schedule.

NOTE: This position is open to female applicants only due to operational requirements.

RESULTS: SUCCESSFUL APPLICANT _____ Actual start date _____

cc. ___ All internal applicants