



## Manager of Adult and Family Services

**Location:** Squamish, BC

**Position posted on:** May 03, 2022

**Start date:** As soon as possible

**Compensation:** \$63,000 / year

**Work Hours:** Full-time, 35 hrs/wk, Mon-Fri

**Closing Date:** Open until filled

**End date:** Ongoing, permanent position

We're seeking a Manager of Adult and Family Services to join our team. The Manager is an experienced social worker or counsellor and leads a team of experienced and compassionate counsellors and outreach workers. The Manager oversees a portfolio of programs and services: Victim Services, Counselling Assistance, Family Support and Preservation, Sexual Abuse Intervention, Stopping the Violence Outreach, and Youth Transitioning to Adulthood. The position reports to the Director of Clinical Service Delivery.

### The Manager of Adult and Family Services:

- leads and manages the Adult and Family Services portfolio of programs.
- provides oversight, leadership, and mentorship to their team of counsellors and outreach workers.
- ensures that the goals and objectives of the programs and services are met in compliance with agency policies and procedures; CARF accreditation; contractual, legal, and financial obligations; licensing; and other requirements.
- ensures that programs and services are provided in alignment with the agency's Vision, Mission, Values and Strategic Directives.
- is a contributing member of the Management Team and assists to promote a positive, vibrant, and healthy workplace culture.

### Qualifications:

- A degree in the social service, counselling or related field;
- Two years of recent management experience in social services including direct supervisory experience;
- Previous direct program delivery experience in the community social services sector;
- Or an equivalent combination of education, training, and experience.

### Job Skills and Abilities:

- Strong oral, written and interpersonal communication skills including experience in report writing.
- Strong practical experience in social service project and/or program management including planning and delivery.
- Demonstrated ability to work positively with all stakeholders involved in program management.

- Proven leadership abilities including strong supervisory, conflict resolution and team building skills.
- Familiarity with the accreditation process and quality assurance practices.
- Attitude and values which are compatible with the Vision, Mission, and Values of SSCS.
- Demonstrated abilities using Microsoft Office (Word, Excel, Outlook) and data base experience.
- Awareness of issues such as family violence, abuse and trauma, mental health, substance abuse, child development, socioeconomics, cultural diversity and disabilities.
- Familiarity with Ministry of Children and Family Development and Community Living BC an asset.

### **Benefits and Perks:**

**Healthcare:** We offer an extended health program through Group Health that covers MSP premiums, dental, vision, prescription medication, select alternative therapies, life insurance, and long-term disability. We also have an Employee and Family Assistance program. The premiums of the plan are 100% employer-paid.

**Vacation & Leave:** Employees accumulate 6% vacation pay on all hours worked in the first and second year of employment. For full-time staff, this equals 15 days of holidays (3 weeks/year). After the first two years of employment, they earn one additional day of vacation per year of service, to a maximum of 35 workdays.

**Retirement Pension:** When eligible, a full-time employee will be enrolled in the Municipal Pension Plan with a matching contribution by SSCS.

**Other Perks:** Casual dress, flexible hours, paid sick days, and more.

**Compensation:** \$ 63,000 / year