

McMan Youth, Family, and Community Services

~HELP MAKE A DIFFERENCE~

Edson's Supports for People with DisABILITIES Program Requires a: **TEAM LEADER for NUEVO**

Details: In this position you will lead a team of staff who will assist three (3) female individuals with developmental disabilities to enrich their quality of life in their home and community. The successful candidate will build a strong and effective work team. As the Team Leader you will act as a resource for staff members with regards to policy and procedure, successful development, conflict resolution, and general support and guidance.

**Please note that the individuals will be part of the interview process.
Due to the individuals needs, the successful candidate must be female.**

Hours: Monday to Friday — 3:00pm—10:00pm; 35 hours per week.
Times may vary depending on the needs of the program, and flexibility is required as shifts will also involve on call rotation.

Why Work For McMan:

- ◆ An opportunity to make a difference in the lives of individuals with disabilities
- ◆ A chance to work with a team of dedicated staff
- ◆ Comprehensive benefits package that begins day one of employment
- ◆ Generous paid time off
- ◆ Opportunities for professional growth and development; paid training
- ◆ A commitment to a healthy work life balance
- ◆ The ability to work with an agency that appreciates **YOU!**

In your role you will:

- ◆ Connect with and develop helping relationships with individuals with disabilities
- ◆ Act as a strong advocate for individuals in the community
- ◆ Work effectively as a team with the individuals and their support team to help achieve their goals
- ◆ Assist with program creation, implementation and evaluation
- ◆ Oversee and coordinate all aspects of case management; including support plan development and implementation
- ◆ Complete daily documentation
- ◆ Support and participate in recreation and leisure activities
- ◆ Perform administrative and cleaning duties relating to the operation of the home
- ◆ Staff supervision, evaluations and training
- ◆ Learn, maintain advanced knowledge of, and adhere to all McMan policies and procedures
- ◆ Participate in on-going program development

As one of the ideal candidates, you possess:

- ◆ One (1) year towards completion of a Degree or Diploma in Disabilities Studies or the Human Services field
- ◆ Two (2) years experience working within the Human Services field; plus six (6) months supervisory experience
- ◆ Equivalencies may be considered
- ◆ Police Information Check; including the Vulnerable Persons Sector Check (from within the last 6 months)
- ◆ Emergency First Aid—Level A CPR + AED
- ◆ Valid Class 5 drivers license, current drivers abstract, reliable vehicle and auto insurance **are assets**
- ◆ Strong verbal and written communication skills
- ◆ Strong leadership skills and the ability to multi-task
- ◆ Computer/Word processing skills
- ◆ Ability to assist with personal care
- ◆ Ability to implement approved restrictive practices
- ◆ Desire to see individuals succeed

Rate of Pay: \$27.41—\$29.08 per hour; depending on experience and education

Closing Date: Open until a suitable candidate is found

Competition #: 8EDSTL—242 (Please quote on cover letter or resume)

Please apply to Samantha Zacharuk—Program Supervisor of Shared Living:

Mail: 5017 2nd Avenue Edson, AB T7E 1V6

Fax: (780) 712-7636

Email: edson.careers@mcman.ca

For more information please visit our website at www.mcman.ca

Thank you for your interest. Only short-listed candidates will be contacted for an interview.

EMPATHY

TRUST

GENUINENESS

RESPECT

COMMITMENT

