

COMMUNITY LIVING AJAX-PICKERING & WHITBY

JOB POSTING

POSTING NO: 24-32
POSITION: TEAM LEAD – Full Time-SIL and Intensive Supports
Mon – Fri

DATE: August 6, 2024

DEPARTMENT: SIL / Intensive Supports
LOCATION: Based out of Cormack Station, Hickory St. Whitby
REPORT TO: MANAGER – JENNIFER SMITH

BENEFITS:

- Entry level Leadership position
- Dental / Health Benefits
- Paid vacation
- Paid sick time
- Integral part of a multidisciplinary team

JOB SUMMARY:

- The Team Lead is responsible for ensuring that service and supports enhance the quality of life for those supported.
- Serve as an exemplary model and mentor in delivering and ensuring that the team is actively working on goals for the people that the agency supports.
- Monitor and provide personal support and assistance in activities of daily living which are appropriate to the needs to all people supported by the organization; which may include providing personal care (personal hygiene, etc.) with dignity and respect.
- Central leader in conducting formal annual (minimum) reviews of the supported individuals' plan with the Program Manager and team which serves to monitor progress in meeting goals.
- Model and Provide training designed to meet the needs identified through the Person-Directed Planning process;
- Perform various administrative duties (i.e. financial, health & safety, medication administration, property inspections, progress reports) as required;
 - Ensure a safe living environment for individuals and that policies and procedures are adhered to as required;
 - Attend staff meetings and training events;
 - Promote a positive image of CLAPW within the community;
 - Be a mentor and provide guidance to SIL and Intensive Supports DSPs.
 - Perform other duties as assigned.

EDUCATION REQUIRED:

- Diploma in a Human Services Program or equivalent.

GENERAL REQUIREMENTS:

- Demonstrated Leadership skills
- Commitment to support people in an individualized way, using community resources;
- Commitment to the mission, vision, and values of the Association;
- Ability to engage and support individuals in a variety of living environments.
- Maturity and flexibility, good personal judgement in dealing with people;
- Ability to communicate verbally and in writing in a clear and concise manner;
- Ability to work effectively in a team environment as well as independently;
- Ability to work under pressure and to demonstrate experience in dealing with emergency and crisis situations;
- Knowledge of developmental disabilities, dual diagnosis, behavioural interventions, medications and medical resources;
- Computer skills (i.e. word processing, data recording, internet applications);
- Valid certificate and demonstrated proficiency in First-Aid, CPR and Safe Management;
- Valid driver's license and access to reliable vehicle;
- Shifts are primarily weekdays, but must be available for shift work, including occasional weekends based on needs of individuals in the programs.
- Demonstrated regular attendance at work

PREVIOUS EXPERIENCE:

- Minimum 3 years experience in a social service organization supporting the inclusion of people with intellectual disabilities in the community;
- Experience in supporting adults with complex needs, dual diagnosis, and high behavioural needs in the community;
- Experience working with families, advocates, other services, and community leaders;

SALARY: As per Collective Agreement

BENEFIT: As per Collective Agreement

HOURS OF WORK: 37.5 hours per week

START DATE: A.S.A.P.

APPLY TO: Please email your cover letter and resume to Jennifer Smith, Program Manager at:
jennifer.smith@clapw.org .

DEADLINE August 13, 2024 at 4:30 p.m.

Community Living Ajax-Pickering welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process. If selected for an interview and require any accommodations, please contact Samantha Kanhai, Human Resources Manager. 905 427-3300 ext. 239.