



Accredited Supports to the Community



Term Team Manager - Disability Adult Services

Operating since 1974, Accredited Supports to the Community (ASC) is a not-for-profit charitable society that provides programs and services across south-central Alberta for children, youth, and adults with developmental disabilities.

This opportunity requires an experienced Team Manager responsible for supervising front-line staff in 24-hour residential and community services. This is a supervisory position supported under the direction of the agency's Coordinator(s) providing Level 2 Accredited services for adults with disabilities in the areas of home living, community access, inclusion, and social connection.

This full-time term position is from **October 2023 to April 2025** and is based on a 40-hour work week. This role requires a rotation of days, evenings, and weekends with on-call coverage for 24-hour services. The starting wage is \$25.95 or \$27.02 (depending on credentials and proven experience).

Key aspects of this role include:

- Providing leadership, supervision, and evaluation to front-line support staff while planning and implementing according to individual and program needs. This includes thorough scheduling, monitoring, and providing direct coverage as required.
- Monitoring and managing service delivery; participating in the development and monitoring of client service and support plans with a person-centred approach.
- Actively engaging and mentoring staff to model behaviour aligned with the culture, values, policies, and procedures of Accredited Supports to the Community.
- Communicate and gather information effectively in a variety of settings including one-on-one with staff and in team meetings.
- Committing to providing an exceptional experience for clients, and staff within a challenging and exciting human services environment by setting the example of high-quality client-focused care.

The choice candidate will have:

- A minimum of 3 years' experience in leadership and/or supervisory roles in disability services, however other experience in the Human Services sector will be considered.
- Well-developed team leadership, coaching, mentoring, communication, and problem-solving skills.
- Experience engaging and integrating persons with disabilities in the community.
- Experience supporting a variety of medical needs, and familiarity with other community-based services.
- Experience with computers including Microsoft Word, Excel and Outlook.

Requirements:

- Valid driver's license and \$ 2 million liability insurance vehicle insurance coverage.
- Class 4 driver's license or ability to obtain within 3 months of hire.
- Current and clear Vulnerable Sector Criminal Record Check provided on the first day of employment.
- Standard First Aid/CPR Level C and AED certification.
- Ability to be flexible to work a variety of shifts including overnights and some evenings and weekends as required, on-call; meeting the needs of the people served and our programs.

ASC offers:

- A work culture of Honour, Dignity, and Respect.
- Immediate on-the-job orientation and mandatory training.
- An opportunity to expand quality services.
- Competitive salary, mileage reimbursement, and 3 weeks' vacation in the first year.
- An Employee Family Assistance Plan,
- Continuous professional development and potential career advancement.

Apply early as interviews will be conducted during the course of this competition which closes on September 27, 2023. To be selected please introduce yourself with a cover letter and a detailed resume quoting competition #TM0918 to hr@asc-mva.ab.ca

We would like to thank all applicants for their interest. Only candidates selected for an interview will be contacted.

Learn more about us! Visit www.asc-mva.ab.ca