



## SLS Program Supervisor Full-time Term to November 2022

### JOB SUMMARY:

To manage and operate the Supportive Living Program to enhance each resident's and client's potential to live, work, and participate in community life while supporting individuals to achieve and maintain their maximum level of independence and dignity.

Reporting to the Manager of Continuing Care and working as a member of the management team the Program Supervisor is responsible for planning, developing, monitoring and evaluating the day-to-day operations at the Supportive Living Campus, 11 permanent and one respite bed. The incumbent is also responsible for maintaining effective liaison with the Department of Health and Social Services regarding Territorial programs and standards related to the planning and delivery of Supportive Living Services.

Residential Services include the provision of housing and assistance to residents in meal planning and preparation, laundry and housekeeping, support in recreation and social activities, and health and wellness services. Community participation opportunities are provided to residents as well as community based clients. The incumbent is responsible for the direct supervision of 20 Personal Outcomes Workers (POSWs) and one Resident Care Aide.

All Supportive Living Services are managed in accordance with the Hay River Health and Social Services Authority's philosophy, policies and objectives, the collective agreement, relevant legislation, standards and regulations.

### JOB QUALIFICATIONS:

- Experience in exercising **professional judgment and problem solving**.
- **Knowledge of professional and legal components of Supportive Living Programs and an understanding of current issues and trends in the field, including personal outcomes.**
- Knowledge of **Infection Control, Safe Food Handling and Canada Food Guide.**
- Demonstrated **strong interpersonal and leadership skills.**
- Demonstrated **financial and record keeping skills.**
- Excellent **oral and written communication skills** in English.
- Good **computer skills** and knowledge.
- **Ability to train and develop staff potential.**
- Knowledge and experience in **quality improvement and risk management** programs.
- **Experience in dealing with human resources issues** including knowledge and experience in interpreting and applying **collective agreements.**
- Proven **experience in prioritizing demands** in a high volume constantly changing environment.
- Experience in **producing results** and functioning in a **team-based setting.**
- Able to function in a **multi-cultural environment** while maintaining **sensitivity** to others' situations and feelings.
- **Class 5 Driver's license** is mandatory

These skills are generally acquired through the successful completion of an **undergraduate degree, Human Services/Social Services program, or equivalent education and a minimum of 5 years of working experience in supporting adults with developmental challenges, with some supervisory experience.**

Mandatory training/education:

- WHMIS,
- Hand Hygiene Module/IPAC,
- Back Injury Prevention training,
- Fire safety training with annual recertification;
- First Aid/CPR,
- Non-Violent Crisis Intervention (NVC),
- Mental Health First Aide and/or ASIST,
- Supportive Pathways,
- Positive Behaviour Supports.

Complete Job Description found on [www.hayriverhealth.ca](http://www.hayriverhealth.ca) under the 'Careers' tab.

**Salary:** \$49.91 to \$59.61 per hour (Range 17)  
**Status:** Full-time TERM to November 2022  
**Competition #:** 128-21  
**Closing Date:** February 15, 2022

**Internal**

In addition to an attractive salary, we offer a Northern Allowance of \$2.60 per hour up to \$5,282 per year. All job offers are subject to references, a satisfactory Criminal Records Check (including vulnerable sector search) and an Employee Health Risk Assessment. Only those candidates selected for an interview will be contacted.

**Interested applicants may apply quoting competition number to:**

**Human Resources  
Hay River Health & Social Services Authority  
Fax: (867) 874-8345  
[hrhssa\\_competitions@gov.nt.ca](mailto:hrhssa_competitions@gov.nt.ca)**