



Empowering lives, enriching communities, transforming futures.

## Program Manager (Prince George)

Challenge yourself in a rewarding environment by joining a progressive and empowering agency. TCS is seeking a skilled, experienced and self-directed Manager to support and enhance the quality of life for individuals funded by Community Living BC. These positions may assist in the running of home and/or community-based programs for individuals with intellectual or developmental disabilities.

### Duties:

- Recruiting and onboarding qualified staff members.
- Leading a team of staff members working in community, staffed home and/or community-based programming.
- Developing community activities and opportunities to enhance the inclusion and acceptance of individuals with developmental disabilities.
- Ensuring a high quality of service that encourages independence and quality of life.
- Participating in a person-centered planning process for individuals.

### Qualifications:

- A minimum of 2 years of supervisory or management experience, combined with post-secondary education in a related field; an equivalent combination of education and experience may also be considered.
- Strong supervisory skills with experience in labour relations, critical thinking, problem solving, and advocacy.
- A sincere commitment to providing quality services to individuals with intellectual and developmental disabilities.
- Excellent interpersonal and communication skills, with the ability to build relationships with individuals, families, staff, government agencies, and community partners.
- Ability to adapt your schedule to meet the needs of the individuals and staff members
- Strong communication skills, both orally and written

This is a salaried management position, with an annual starting salary of \$71,020.56, based on education, credentials, and experience. The compensation package includes company-paid benefits, and a defined benefit pension plan through the Municipal Pension Plan.

This is a Staffed Home position, based in Prince George. A personal vehicle and valid driver's license are required.

Position is open until filled.