



Support, every step of the way

Job Posting

Job Title: Director, Wesley Live Well Brantford

Program: Wesley Live Well, Brantford

Posting Date: April 22, 2018

Status: Full-time; permanent; non-union

Job Posting #: 958

Effective: ASAP

Posting Closing: May 7, 2018 @4PM

This is an outstanding opportunity to contribute to the success of a unique and highly effective organization that has set high standards in the delivery of housing first and housing with supports on site services using a non-judgemental, client-centred strength-based practice.

Wesley Urban Ministries has a vision of community, where justice and compassion guide the way we live, where all members are treated with respect and dignity.

Since 1955 Wesley Urban Ministries has been responding to poverty in our community, beginning with a seniors outreach program. Over the past 63 years we have grown to over thirty different programs. We offer support every step of the way to children, youth, seniors and newcomers who experience poverty in our community.

Overview

Accountable to the Senior Director Housing and Homelessness, the Director is responsible to provide leadership to the Wesley Live Well programs in the City of Brantford operated by Wesley Urban Ministries in collaboration with the City of Brantford. This will include providing on-site supports to 80 social housing units in two locations, creating an inclusive community through the use of therapeutic recreation at these locations and implementing-operating a Youth Housing first program. Reporting to the Senior Director, the Director of Wesley Live Well will ensure the effective implementation and operation of the programs within the approved budget and provide overall program direction in alignment with the organization's mission, vision, values and strategic priorities as set by the Board of Directors and Executive Director.

This is an exciting opportunity for professionals with leadership experience who have demonstrated expertise in one or more of following; housing first, housing with supports on site, residential therapeutic programs, therapeutic recreation programs in these settings.

Guided by our values of compassion, respect, responsiveness and stewardship you will be responsible for:

Overall Program Direction and Oversight

1. Ensure the effective, efficient operation of the program within the general policies and guidelines of Wesley Urban Ministries;
2. Provide oversight and leadership to all programs and services within the Wesley Brantford programs area;
3. Ensure all relevant legislation, regulations and guidelines are met;
4. Oversee managers and supervisors in the program areas;
5. Implement and communicate organizational plans, policies, procedures, and decisions of WUM Board of Directors, the Leadership Team and the senior Director in accordance with the collective agreement where applicable;

Program Planning, Development and Evaluation

6. Develop, implement and evaluate program objectives and a strategic plan for each of the programs in the Brantford portfolio;
7. Incorporate assessment of community needs, organizational capacity and priorities, and program evaluation into program recommendations;
8. Monitor program performance against approved goals and provide regular reports to the Senior Director and Leadership Team as required;
9. Work with Program Managers/Supervisors, and Community Partners where applicable, to evaluate program effectiveness; identify changing and emerging community needs;
10. Keep informed about related government priorities and standards and incorporate into program planning, evaluation and recommendations;

Budgets, Finance and Funding

11. Develop program and budget recommendations with supporting funding plans as part of annual planning cycle;
12. Control purchasing and expenses, and monitor approved budget to meet program and financial goals;
13. Participate in initiating funding proposals, grants and other means to provide for on-going sustainability;
14. Participate in funding submissions, anticipate funding changes and identify new funding opportunities;
15. Provide accurate and timely reports as required;
16. Work closely with the Senior Director and Director of Finance and Property in the setting and achieving of program financial goals;

Human Resources

17. Provide staff orientation, supervision and on-going development;
18. Ensure the keeping of accurate records and support the management of all personal information in compliance with privacy legislation and WUM policies;
19. Provide regular individual supervision to direct reports and conduct annual performance reviews;
20. Plan for on-going training and development of management and staff as part of annual planning process;
21. Participate, in conjunction with the Director Human Resources, the succession planning process for their position consistent with the organization's Human Resource Continuity Plan;
22. Reviews with the Director Human Resources any issues which may result in discipline or termination of employment consequences;
23. Ensure the appropriate mix of staff, volunteers and student placements in program plans;
24. Ensure Program Managers, Supervisors follow established human resources policies and procedures; encourage and model good management practices with all staff in management positions;
25. Ensure compliance with WUM hiring and human resource management practices, including human rights practices;
26. Promote proactive strategies to ensure diversity in programs and staffing;
27. Implement effective health and safety procedures and monitoring and reporting mechanisms in each program in order to promote and ensure the safety and well-being of staff, clients and volunteers;

Resources Development

28. Provide program information and success stories to Resource Development Department to assist in marketing Wesley Urban Ministries to donors; work closely with the Director of Resource Development to identify funding sources to enhance program sustainability;

Our ideal candidate possesses the following qualifications attributes:

- A passion for supporting communities in need through client-centred housing approaches that focus on the social determinants of health
- Demonstrated ability to lead a community-based social services programs that delivers housing first, housing programs with supports on site and therapeutic recreation programs
- A strong personal attachment to the organization's Mission, Vision and Values.
- Strong organizational abilities and experience including project planning, risk management, delegating where appropriate, program development, change management and task facilitation
- Excellent interpersonal and engagement skills with the demonstrated ability to build collaborative relationships, relate to and connect well with all
- Understanding of legislation applicable to the program.
- A post-secondary university degree in social services – health care or equivalent and several years of relevant job experience

Interested candidates should reply with resume and cover letter to: hr@wesley.ca

Wesley Urban Ministries is an equal opportunity employer which embraces diversity. We encourage applications from all qualified applicants. Only candidates selected for an interview will be contacted. No phone calls please. More information about Wesley can be found on our website at www.wesley.ca. Job applicants requiring accommodation to participate in the hiring process should contact the Human Resources Department at hr@wesley.ca.