



Live-In Treatment Program Coordinator

The Coordinator promotes the Centre's mission, vision, values and ensures that service to the clients and families within the program is consistent with the Centre's treatment philosophy and ethical standards.

Full-time, Permanent

Salary: \$64,085.20-\$67,900.22 per year

MAJOR RESPONSIBILITIES INCLUDE:

1. Responsible for the management, direction, supervision, training, mentorship, evaluation and development of youth counselling staff
2. Responsible for the implementation of treatment and planning for clients, as follows:
 - Participates in the Internal Case Conferences to discuss client admission requests
 - Ensures that each client and family is provided with an orientation to the program on admission
 - Ensures the establishment and maintenance of therapeutic relationships between staff and clients
 - Participates with clinical staff in the design and implementation of support programmes
 - Ensures satisfactory liaison with families, community schools and agencies
 - Implements Plans of Care
 - Ensures evidence-informed mental health approaches are known and applied by youth counselling staff as per Plans of Care
3. Responsible for the case management for all clients within the program.
4. Administratively responsible for the following:
 - Compliance with Ministry legislation and RSC policies

- Monitors program budget expenditures
- Staff scheduling (according to the Centre staffing model) as needed
- Program Specific Staff orientation
- Daily physical plant and oversight of Centre equipment, including vehicles

5. Community Relations including maintaining professional working relationships with other agencies.

6. Provides On-Call service as established by the Centre.

QUALIFICATION CRITERIA:

1. CAAT diploma, or university degree applicable to the human service field, with the equivalent of five years' experience as a full time treatment/direct care worker primarily in a live-in modality

2. Broad knowledge of youth counselling and demonstrated superior performance in many of the following:

- Program planning and implementation
- Working with community resources (educational, recreational, social)
- Organizational skills with an aptitude for leadership, problem solving and decision making
- Ability to multi-task in a busy environment

3. Fully bilingual in both official languages an asset

4. Coordinator or management experience, including mentoring, is strongly encouraged

Send Résumé To: apply@rsc-crs.com

COVID-19 considerations:

RSC has put in extensive safety precautions to mitigate risk in all of our Live-in Treatment programs as well as our community programs. These include physical distancing measures, enhanced cleaning and screening and appropriate PPE.