



Springboard Centre for Adults with Disabilities

Assistant Manager (Community Disability Services Practitioner)

Position Type: Full Time

Job Region: Calgary, Alberta

Date Ad Posted: January 29, 2018

Application Deadline: February 12, 2018 @ 9am

Position Start Date: TBD

Compensation Type: Hourly

Starting Range: \$20.18 - \$21.78 / hour (based on experience and education)

Springboard Centre is a day Program for adults with moderate to severe developmental disabilities and may have mild to moderate behavioral challenges. We believe in the promotion of each person's individuality, personal growth, and membership in the community. Our mission is to assist adults with disabilities to achieve meaning in their lives.

Qualifications:

- A minimum of a one year certificate, preference in Community Disabilities or equivalent
- A minimum of 3 years of experience working with individuals with moderate to severe developmental disabilities
- Class 4 Driver's License
- Good communication skills, both written and verbal
- Able to role model appropriate client interactions, personal care practices and agency's policies and procedures
- Good understanding of behavior management
- Interact with Community Disability Services Workers as a coach/mentor, including the ability to provide support, instruction and direction
- Supervisory experience is an asset
- Computer literate

- Able to problem solve in a variety of situations and independently make decisions based on the policies and protocols of the agency
- Able to provide support to clients in pool/water activities

Springboard Centre is a fun, fast-paced environment and supports professional development opportunities

This is a combination of a frontline position providing direct support to the individuals in our services, as well as completing reports, coaching and supervision of community disability services workers.

Hours of work are based on a 37.25 hour work week, Monday through Friday. Assistant Managers also complete an After-hours Rotation which may result in staying late until individuals are picked up.

After successful completion of the 3-month probationary period, employees are eligible for an excellent health and dental plan. Then agency also offers other benefits such as family illness days and personal days outside of vacation time.

For more information about our agency, please visit our website at www.springboardcentre.ca.

Springboard Centre thanks all who apply, however, we will only be contacting those applicants who will be considered for the position.

Submit cover letter and resume by fax, e-mail or mail to:

Romeo Concepcion

Coordinator

Springboard Centre for Adults with Disabilities

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