DAY PROGRAM SUPERVISOR

Full-time, 35 hours per week, Monday-Friday
Contract: July 30, 2018 to August 30, 2019
Location: Adult Day Program for Newcomer Seniors
with a focus on the South Asian senior population – Richmond Hill

Reporting to the Day Program Manager, you will manage the overall day to day coordination of the adult day program. You will be responsible for the supervision of staff, students and volunteers and the safe delivery of a quality therapeutic program to clients. This position also includes some community development work.

Responsibilities include leading the delivery of adult day program services within a multi-disciplinary team and an integrated wellness model; client needs assessment using inter-RAI-CHA, staff supervision, liaison with CCAC to support care planning and meeting performance targets.

We’d like you to become part of our team if you have a degree or diploma in Therapeutic Recreation, Gerontology or a related field, experience within a hospital, LTC or community health setting. You have a minimum of three (3) years’ supervisory experience in Volunteer and Human Resources. You have demonstrated success in implementing and evaluating services and programs, and have the ability to work in a multi-disciplinary team. Experience in day program coordination and case management preferred. You have excellent verbal, written and communication skills. You are creative in problem-solving and thoroughly enjoy working with seniors who have complex care needs. You must have a valid CPR and First Aid certificate. It is important that you understand and speak the South Asian languages (Urdu, Hindi, Punjabi).

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Accommodation will be provided to individuals with disability, upon request.

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