

JOB POSTING

Job Title:	Program Supervisor	Status:	Full Time
Program:	Sequoia at Firth Residence, Abbotsford	Hourly Rate:	\$44.57
Hours:	40 hours weekly	Posting #:	24-SE002
Schedule:	Mondays – Fridays, flexibility required	Closing date:	Until Filled

The Elizabeth Fry Society of Greater Vancouver (EFry) is a charitable organization that supports women, girls, and children at risk, involved in or affected by the justice system. Our programs work to break the cycle of poverty, addiction, mental illness, homelessness, and crime.

We are recruiting a full time, Program Supervisor at Sequoia, Firth Residence Program.

Located in Abbotsford, the Sequoia at Firth Residence Program is a provincial specialized substance use treatment program that serves women and gender diverse people with severe and high-risk substance use dependency as a primary concern and who may have co-occurring moderate mental health care needs. The average length of stay will be 3-months, or longer when clinically indicated. The program is strengths-based, trauma-informed, culturally safe, and concurrent disorder capable care delivered through evidence-based therapeutic interventions. The goal of the program is to provide evidence-based treatment, education, and support, through a multidisciplinary team, to reduce problematic substance use, and improve overall health and social wellbeing.

The program supervisor oversees a multidisciplinary staff team that operates on an awake around the clock basis, supporting women with individualized case management, goal planning and the coordination of services to reduce the harms of substance use dependence, and support the transition from bed-based program to independence in the client’s home community.

KEY RESPONSIBILITIES:

- Manage the program, ensuring organizational goals, legislative requirements and accreditation standards are being met.
- Work with funders and EFry management to ensure program deliverables are achieved.
- Provide direct supervision to program staff, including coaching, performance evaluation and management.
- Responsible for recruiting and retaining program staff.
- Oversee referral system, screening, admissions, case conferences and case management.
- Manage program budgets.
- Develop and maintain relationships with stakeholders in the community.
- Perform other related duties as required.

QUALIFICATIONS:

- Registration with a professional or regulatory body (eg BCCSW, BCACC, BCCP) or ability to register
- Master or Bachelor of Social Work, Master of Clinical Psychology, Master of Counselling Psychology, Bachelor of Nursing, or equivalent

- Three (3) years of previous, direct program delivery experience in the community social services sector with a demonstrated working knowledge of a like and similar community-based program and related provincial and community support is required.
- Working knowledge of women's issues, substance use treatment, harm reduction, opioid agonist therapy (OAT), co-occurring disorders, homelessness, trauma, poverty, reintegration practices, and community resources.
- Working knowledge of the Community Care and Assisted Living Act and Regulations, Income Assistance and Substance Use Services.
- Performance management experience.
- Experience with strength-based approaches.
- Exceptional data collection, reporting, administrative, management, and organizational skills.
- The ability to function independently and frequently under pressure while managing concurrent needs and problems, including critical incidents, emergency situations, and providing consultation and support to programs on a rotational, on call basis.
- Demonstrated ability to provide strong leadership, including the ability to motivate teams and ensure effective teamwork.
- Ability to mentor and supervise a diverse team of workers.
- Strong communication skills, both written and verbal.
- Ability to provide guidance to staff in developing appropriate client care plans and goals consistent with community care licensing standards.
- Must possess solid judgement, problem solving, critical thinking, analytical skills, and the ability to perform while under pressure.
- Proficient in MS suite products and ability to learn and master new software applications.
- Ability to lift up to 30 lbs.

ADDITIONAL JOB REQUIREMENTS:

- Standard First Aid with CPR-C.
- Evidence of COVID-19 vaccination status.
- Evidence of a Tuberculosis Test and compliance with the TB Control Program.
- Doctor's Note of fitness required.
- Satisfactory Criminal Record Review (Vulnerable Sector Search).
- Ability to obtain Enhanced Federal Reliability Status.
- Valid driver's license (Class 5) with a satisfactory driving record.

EFry is committed to creating an inclusive and equitable environment where all those participating in the organization are valued for their differences. We encourage and welcome applications from all qualified individuals, including applicants from all cultures and backgrounds, racialized communities, indigenous communities, diverse sexual and gender identities, various religious backgrounds, women, and those with disabilities. We are committed to a selection process and work environment that is inclusive and barrier-free. We encourage applicants to self-identify if they wish to do so.

Interested Internal candidates can share their resume with the subject line Internal Program Supervisor Sequoia 24-SE002.

Interested External candidates can share their resume with the subject line External Program Supervisor Sequoia 24-SE002.

We thank all applicants for their interest in this opportunity; however, only those selected for an interview will be contacted.