



# MACL

## Mission Association for Community Living

### JOB POSTING – INTERNAL AND EXTERNAL

**Date Posted:** May 12, 2022

**POSITION:** PERMANENT FULL-TIME RESIDENTIAL SUPERVISOR      **Competition #001051222U**

**LOCATION:** As Assigned

**HOURS:** 40 Hours per week, scheduled to meet program requirements

**RATE OF PAY:**

- \* As per BCGEU Collective Agreement
- \* This position may qualify for the MACL benefit's package
- \* This position requires union membership

**JOB SUMMARY:** Reporting to the Program Director, the Residential Supervisor is responsible for ensuring that quality individualized services and supports are provided to individuals with intellectual disabilities in their home and community. This includes providing support to individuals and their support networks including their families, friends and healthcare team. This role ensures compliance with MACL policy and procedure, Collective Agreement, CLBC/MCFD, CARF, licensing acts and Work Safe BC Regulations. Administrative responsibilities include ensuring Persons Served have comprehensive support plans, building and maintaining positive and productive staff teams, orientation, scheduling, performance management, overseeing financial detail and daily supports, on-call duties and other duties as assigned.

**QUALIFICATIONS:**

- \* Completion of relevant degree or diploma in social service or human service sector, preferably relating to people with disabilities
- \* Three (3) years or more of successful experience in supporting individual with Intellectual disabilities
- \* One (1) year of supervisory and administrative experience, preferably in an similar program setting or an equivalent combination of education, training and experience
- \* Demonstrated effort of supporting people using an individualize approach to service delivery and accountability including experience in developing and implementing Individual Support Plans
- \* Proven ability to build and maintain effective and ethical relationships with person served, families, colleagues and other stakeholders.
- \* Demonstrated awareness of, and preference for, respect for MACL, its goals, Mission and Vision
- \* Demonstrated ability to clearly communicate requirements, directions and limits to direct reports
- \* Demonstrated ability to facilitate growth amongst direct supports through feedback, coaching, instruction and encouragement. Strong computer skills including proficiency in Microsoft Outlook and Word. Experienced with use of staff scheduling software and electronic case management software is an asset.
- \* Ability to meet and maintain Facility Manager status as per Fraser Health Licensing, Community Care and Assisted Living Act and Residential Care Regulations
- \* Clear criminal record check/Clear and current MCFD background screening including Prior Contact Check and Disclosure of Criminal Record Information.

- \* Current drivers abstract
- \* Valid first aid certificate
- \* Physicians report

- \* Compliance with TB risk management program

- \* Valid Class 4 driver's license and Vehicle insured to use for work purposes

TBA

**START DATE:**

**DEADLINE:** Please forward a completed application form with your current resume to:  
**ATTENTION: COMPETITION # 001051222U**  
 33345 Second Avenue Mission, BC V2V 1K4

**CLOSING DATE/TIME:** May 19, 2022 at 4:00pm

**CURRENT SCHEDULE:**

S	M	T	W	T	F	S	S	M	T	W	T	F	S
9-5	9-5	9-5	9-5	9-5		9-5	9-5	9-5	1-9	1-9	1-9		

This is the current schedule for this posting: as per the BCGEU Collective Agreement, article 15.5 changes to the schedule must be posted 14 days in advance of the beginning of the work schedule.

NOTE: This position is open to male and female applicants

RESULTS: SUCCESSFUL APPLICANT \_\_\_\_\_ Actual start date \_\_\_\_\_

cc. \_\_\_ All internal applicants