



**POSTING**

Posting date: July 10 2018

Application Submission Deadline: 9 am, Monday July 23 2018

Please submit application package, in confidence to:  
[selena.boutilier@contacthamilton.ca](mailto:selena.boutilier@contacthamilton.ca) or fax: 905-522-6957

We will only contact those selected for an interview. Thank you.

**Position: Manager, Children's Services**

<b>Category</b>	Permanent Full Time
<b>Effective Date</b>	As soon as possible
<b># Positions Available</b>	1
<b>Reports to</b>	Executive Director
<b>Location</b>	Main Office Site, Hamilton
<b>Preferred Qualifications</b>	<p>The ideal candidate will have</p> <ul style="list-style-type: none"> <li>• A college or university degree/diploma in a related field</li> <li>• Management experience</li> <li>• Experience in the field of children's services notably: mental health, developmental services, autism, FASD</li> <li>• Operating knowledge of CYFSA</li> </ul>
<b>Demonstrated Competencies</b>	<p>The Manager is responsible for the following key Contact Hamilton Children's Services programs and community processes (not an exhaustive list)</p> <ul style="list-style-type: none"> <li>• Access (information, intake, referral)</li> <li>• Coordinated Service Planning</li> <li>• FASD</li> <li>• Service resolution</li> <li>• Complex special needs funding</li> <li>• Residential Placement Advisory Committee</li> <li>• Transitional aged youth protocol</li> </ul> <p>The ideal candidate will possess exceptional demonstrated abilities with respect to</p> <ul style="list-style-type: none"> <li>• Leadership</li> <li>• Public relations and ambassadorship</li> </ul>

	<ul style="list-style-type: none"><li>• Communication and negotiation</li><li>• Collaboration across agencies and sectors</li><li>• Protocol development and implementation</li><li>• Change management</li><li>• Program development, management and review</li><li>• People/staff management</li><li>• Innovation</li><li>• Critical and analytical thinking; forward thinking</li><li>• Stakeholder engagement</li><li>• Quality assurance</li><li>• Issues resolution</li><li>• Valuing and promoting diversity</li></ul>
<b>FLS and Diversity</b>	<ul style="list-style-type: none"><li>• French language is an asset / La connaissance du français est un atout</li><li>• Contact Hamilton welcomes applications from people reflecting the diversity of our communities</li></ul>