



Founded in 1965, Christian Horizons is a non-profit, faith-based charitable organization serving people with exceptional needs in Canada and in developing countries around the world. With over 3,500 employees, Christian Horizons supports nearly 2,000 people with developmental disabilities and their families through residential and ancillary programs such as participation supports, employment supports, and supported vacation opportunities. Christian Horizons has more than 200 residences as well as respite care and independent living locations throughout Ontario and Saskatchewan. Internationally, Christian Horizons works in partnership with local organizations to promote the inclusion and rights of people living in exceptional circumstances in seven developing countries. Applications are currently being accepted for the following position:

Program Manager - Central District

Providing first level management support for program locations, the successful candidate will provide leadership in the context of Christian Horizons policies and procedures. This role, in conjunction with the program staff team, is responsible for ensuring excellent quality supports as well as ensuring that administrative and district level tasks are completed on time and within budget. This role requires effective coordinating and liaising with families and service partners in developing and promoting supports and treatments to meet the needs of people supported. The successful candidate will possess exceptional problem-solving skills.

Requirements: DSW or CYW; relevant degree/diploma with approximately two - five (2-5) years' experience in a management/leadership capacity, preferably in the Developmental Services field; previous supervisory experience is an asset.

Demonstrated experience in the following: leadership, coaching, planning, collaboration, creative problem-solving, administrative, computer, and financial management skills are required. A thorough understanding and experience in supporting people of varying abilities; knowledge and experience in the application of principles, theories and practices related to the Autism spectrum, behaviour therapy and crisis response is required. With the ability to work effectively in a changing environment, the Manager is expected to maintain a flexible schedule in order to meet the needs of the locations they manage. Excellent communication and effective multi-tasking skills are essential to the success of this role. Current First Aid/CPR, NVCI, and Valid G Driver's license and a reliable vehicle are required.

All persons may apply regardless of religion or any Human Rights Code protected grounds. We seek to provide accessibility through all stages of the hiring process for all applicants with disabilities consistent with our Accessibility Policies and the AODA. Please let us know if you require an accommodation and we will work with you to meet your accessibility needs.

**Attach a resume and cover letter addressed to the attention of:
Recruitment and Development Specialist
c/o Central District Office, Christian Horizons**

3901 Highway 7, Unit 301
Woodbridge, Ontario L4L 8L5
Fax: 416 630-2579

Email: centraljobs@christian-horizons.org

*We thank all applicants; however, only those qualifying for an interview will be contacted
Please visit our web site at www.christian-horizons.org*