

Team Manager: Disability Support Services

About us:

For more than 50 years, Accredited Supports to the Community (ASC), a not-for-profit charitable society, has been providing services across south central Alberta. We serve over 1500 people a year including children, youth, and adults diagnosed with disabilities; families, and seniors Olds, Airdrie, Strathmore and surrounding areas. We believe in honour, dignity and respect!

Position Description:

ASC is seeking an experienced Team Manager to supervise front-line staff in 24-hour residential and community services! Under the direction of our Coordinators, this role supervises the delivery of Level 2 Accredited Services for adults with disabilities, supporting in home living, community access, inclusion and social connections.

This role requires a rotation of days, evenings, and weekends with paid on-call coverage for 24-hour services.

Key Responsibilities:

- Provide leadership, supervision, and evaluation to front-line support staff while planning and implementing according to individual and program needs. This includes thorough scheduling, monitoring, and providing direct coverage as required.
- Monitor and manage service delivery; participate in the development and monitoring of client service and support plans with a person-centred approach.
- Actively engage and mentor staff to model behaviour aligned with the culture, values, policies, and procedures of Accredited Supports to the Community.
- Communicate and gather information effectively in a variety of settings including one-on-one with staff and in team meetings.
- Provide an exceptional experience for clients, and staff within a challenging and exciting human services environment by setting the example of high-quality client-focused care.

Education and Requirements:

- A minimum of 3 years' experience in leadership and/or supervisory roles in disability services or related sector;
- Team leadership, coaching, mentoring, communication, and problem-solving skills;
- Strong background in advocating for and facilitating community participation for individuals with disabilities;
- Skilled in addressing a variety of medical needs, and familiarity with other community-based services;

- Valid driver's license and \$ 2 million liability insurance vehicle insurance coverage;
- Class 4 driver's license or ability to obtain within 3 months of hire;
- Current and clear Vulnerable Sector Criminal Record Check provided on the first day of employment;
- Standard First Aid/CPR Level C and AED certification or willingness to obtain;
- Ability to be flexible to work a variety of shifts including overnights and some evenings and weekends as required, on-call; meeting the needs of the people served and our programs.

Why Choose ASC?

- Competitive starting wage of \$25.95 to \$27.02 depending on education and experience;
- Customizable Extended Health Benefit program;
- Generous paid time off packages;
- Employer paid Employee Family Assistance Program;
- Employer paid professional development programming and support;
- Opportunities to grow and advance in a rewarding career!

Please send your resume and cover letter to hr@accreditedsupports.org. We thank you for your interest.