



## Director of Child & Youth Services

This is an excellent opportunity to support a locally based team in a large, non-profit organization located in Vancouver. GREATER VANCOUVER COMMUNITY SERVICES SOCIETY is a multi-service non-profit organization supporting the independence and well-being of the elderly, people with disabilities, children and youth and others who require support to retain or regain health and autonomy. Since 1972 the dedicated team at GVCSS has provided compassionate, effective and client-focused care that helps people retain their independence and remain living safely at home. The newly created Director of Child & Youth Services is a full-time position on the senior leadership team responsible for planning, directing and managing the overall operation of Child & Youth programs in keeping with the Agency's goals, policies and standards, as well as service contract requirements.

### **Key Responsibilities:**

1. Plans, develops, implements, monitors and evaluates the Child and Youth programs, policies, procedures, their resources and measures the results.
2. Communicate/liaise with the Ministry of Child and Family Development (MCFD) regarding funding, contracts, grants, and/or budgets, and methodology of care for the various clients.
3. Communicate/liaise with various related organizations and family members regarding techniques, implementation, and quality of care for the persons served.
4. Plans, develops, implements, and evaluates care/service operation policies, standards, and procedures within accepted industry standards; develops standards of practice; ensures quality assurance standards are adhered to and leads the Child & Youth Services program accreditation (CARF) and WorkSafe Certificate Of Recognition (COR) process.
5. In consultation with the Director of Finance, provides input into preparation of the annual budget of the program and monitors expenditures of the program within the approved budget.
6. Participates as a member of the senior leadership team responsible for the overall planning, management and control of the total operations of the Agency.
7. Coordinates with Ministry of Children & Family Development and other ministries to deliver program care and services to meet defined goals and objectives.
8. To ensure the development, implementation and review of programs designed to meet the needs of the children, youth and their families, and to ensure their health and safety.
9. To identify training needs, develop strategies, and provide opportunities to upgrade the knowledge and skills of staff to meet the demands in service delivery.
10. Responsible for overseeing the occupational health and safety requirements of Children & Youth programs.
11. To oversee the levels of community involvement and individual centered services for each person served.

12.To provide annual performance evaluations for supervisory staff in the Children & Youth programs, and to carry out disciplinary action, when required, for supervisory and line staff.

13.To respond to staff grievances and to resolve labour conflicts and problems in accordance with the Collective Agreement and sound labour management principles and practices.

14.To act as the Child & Youth Services representative for external committees and/or functions to promote and aid in the growth and development of the organization.

15.Liases with other organizations providing similar services, to be a part of a collective, interagency approach.

16.Be an active participant in planning, developing, implementing, organizational strategic plans. Implement operational plans within the Child & Youth Services department that align with the overall organization strategies

**Education and Work Experience Required:**

- Minimum of a Baccalaureate degree in Human Services or equivalent, plus a minimum of 5 years senior management experience in a Not-for profit Environment.

**Skills and Abilities:**

- Highly developed skills in financial management, conflict resolution, planning and supervising personnel in a unionized environment
- Possess technical skills and expertise in using MS Office software, ShareVision and ComVida
- Demonstrated communication, organization, administration and teaching skills
- Ability to work under pressure
- Ability to plan, develop and manage diverse programs and their systems
- Demonstrated ability to work in a team setting and collaborate with other agencies and care providers.
- Demonstrates values that are in line with GVCSS

GVCSS offers rewarding careers coupled with a generous benefits package which includes membership in the Municipal Pension Plan. Compensation for this position is \$101,126 to \$116,252 per annum depending on experience (subject to HEABC wage classification/benchmark confirmation). This is an office-based position with the possibility of blended office/remote work upon completion of probationary period. GVCSS provides a paid parking space at our office. A vehicle will be required in order to visit our various program sites. If this challenging opportunity interests you, please submit your resume and cover letter online at <https://www.gvcss.bc.ca/jobapp.htm>. For more information about our organization, please refer to our website: [www.gvcss.bc.ca](http://www.gvcss.bc.ca). GVCSS is an equal-opportunity employer. We thank you in advance for your application but only qualified candidates will be contacted.

