



Residential Manager

Autism Services, is looking for a creative professional who is passionate about working with individuals with autism spectrum disorders (ASD) in a residential setting, as well as supervising and leading the residential staff team.

The Residential Manager (RM) works on a hands-on basis with the residents as required, and provides guidance and support to Residential Care Workers on a daily basis. The RM is responsible for designing client care plans, and programs along with key staff, and sees that they are implemented as directed. The RM is also responsible for managing all administration in the home.

The ideal candidate will have:

- Completed post secondary accreditation in a related field plus two years of experience in a non-profit agency offering residential services, or equivalency
- Strong leadership skills with new, innovative ideas
- Excellent communication skills and be a confident public speaker, as well as a professional representative of our agency
- Flexibility for growth and expansion
- Team Leadership skills, previous supervisory experience an asset
- Previous experience in the development and delivery of residential programming and residential administration
- Superior problem-solving skills
- Proven ability to develop and manage a budget
- Working knowledge of autism and the community of agencies providing services to individuals with autism and their families is an asset
- Basic computer skills and a good working knowledge of Microsoft Word, Excel and Outlook

Starting salary for this position is \$25.52 per/hr or \$46 448 annually.

If you are interested in applying for this position, submit your resume, cover letter and names of references by **Wednesday, February 1, 2012** by letter post or email to:

Glenda Kpelly, Director of Residential Programs

Autism Services, 609 25th Street East Saskatoon SK S7K 0L7 gkpelly@autismservices.ca

Thank you to all applicants for their interest in this position; however, only applicants selected for an interview will be contacted. Please visit our website at www.autismservices.ca to view a full job description for this position and learn more about Autism Services.