



County Administration Buildings  
Belleville, Ontario

## Case Supervisor

The Community and Human Services Department has immediate openings for **two (2) permanent full-time Ontario Works Case Supervisor** positions in the Belleville (1) and Quinte West (1) offices.

Under the direction of the Assistant Manager of Employment and Financial Assistance Services, the Case Supervisor is responsible for ensuring the consistent application and effective delivery of provincial and municipal social service programs, primarily Ontario Works by monitoring and evaluating program services within the scope of an approved budget and relevant provincial and municipal legislation, regulations, and policies. The position includes the direct supervision and ongoing performance management of staff within the employment and Financial assistance services unit. The Case Supervisor will provide regular support and direction to both financial and employment development staff in the delivery of all programs and services around legislation, local policy, program developments, the Social Assistance Management System (SAMS) and customer service standards. Site specific portfolio duties to be assigned.

The successful candidate will have a University Degree or College Diploma in Human Services or a related field that is deemed equivalent with a minimum five years of related progressive experience. Candidates must possess an in-depth knowledge of provincial legislation as it relates to the Ontario Works Program along with a strong working knowledge of ongoing trends and issues relating to social assistance, poverty reduction strategies, employment development, and the local labour market.

Candidates must possess excellent interpersonal and leadership skills, strong planning and coordination skills, effective written and oral communications skills, solid organizational and time management skills, ability to maintain a high degree of confidentiality at all times, work well under pressure and apply discretion and sound judgment in the areas of problem-solving and decision-making.

Salary Range: \$69,023 - \$80,730 per annum with excellent fringe benefits.

Applications for this position will be received in the Human Resources Department until **4:00 p.m. on Thursday, September 21, 2017.**

Please forward applications to: [careers@hastingscounty.com](mailto:careers@hastingscounty.com)

County of Hastings, 235 Pinnacle Street, Belleville, Ontario K8N 3A9

### **FINAL LOCATION BEING FILLED MAY BE AT ANY COMMUNITY & HUMAN SERVICES OFFICE**

*In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information collected will be used only for the purposes of this employment opportunity.*

We thank all applicants for their interest in this position; however, only those applicants selected for an interview will be contacted.

*The County of Hastings is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Please contact us if you require this posting in an alternate format. If contacted for an employment opportunity, please advise Human Resources if you require accommodation.*