



County Administration Buildings, Belleville, Ontario

## **MANAGER, Employment and Financial Assistance Services**

The Community and Human Services Department has an opening for **one (1) permanent full time Manager, Employment and Financial Assistance Services.**

Reporting to the Director of Community and Human Services, the Manager will ensure that the Employment and Financial Assistance Services Department is a leader in planning, delivering and advocating for responsive and innovative human services that support vulnerable individuals and families within our communities that enable them to achieve an enhanced quality of life through integrated services that overcome obstacles and create opportunities for employment and social inclusion.

The Manager is responsible for primarily managing and administering the Ontario Works program that is funded by the Province of Ontario with Hastings County, acting as Service Manager. The position will oversee an effective team of over seventy (70) employees addressing the needs of the community while ensuring the consistent application and effective delivery of provincial and municipal social service programs 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 two (2) Assistant Managers within the Employment and Financial assistance services unit.

To continually improve services, program quality and customer satisfaction, you will participate in local, regional and provincial planning with various working groups, community partners and local businesses to bolster employment development and skill promotion for Ontario Works clientele. The position will also support the Director in the planning, implementation and monitoring of broader social services programs and support services.

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, have the 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:** \$82,008 to 95,914 per annum, with excellent fringe benefits

Applications for this position will be received in the Human Resources Department until **4:00 p.m. on Friday, June 2, 2017.**

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

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

*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.*