



Springboard's mandate is to build stronger communities by helping youth and adults develop the skills they need to reach their full potential. As a charitable organization, we deliver innovative, professional and diverse programming by establishing partnerships between our clients and their community. Springboard's program areas include community justice, employment and developmental services.

INTERNAL/EXTERNAL POSTING

Position Title: SUPERVISOR, INTERMITTENT COMMUNITY WORK PROGRAM
Department: Community Justice and Diversion Program
Location: 976 College St.
Status: Full-Time Permanent
Vacancy Number: INT-N18-51

Available: Immediately

Position Summary:

Reporting to the Manager, Community Justice and Diversion, the Supervisor, Intermittent Community Work Program will initiate and maintain positive relationships with all stakeholders to support successful volunteer work programs for men involved with the justice system.

Key Responsibilities:

- Manage programs providing community work opportunities and substance abuse programming for clients involved with the justice system across Ontario.
- Lead the development, assessment and evaluation of the community engagement strategy.
- Build and motivate a team to support all programming aspects ensuring compliance with all relevant laws and partner requirements.
- Community Development/Engagement: Liaison and development of partnerships with broader criminal and social justice communities for program delivery and new initiatives.
- Promote effective client service and case management in assessing community work placements in compliance with Agency and MCSCS requirements.
- Ensure that financial/statistical data and reports are completed accurately and submitted to the agency and funders in a timely fashion. Monitor case management.

Required Qualifications:

- A post-secondary degree or diploma in Social Services, Social Work and/or related field.
- Excellent understanding of the criminal and social justice systems along with all applicable legislations.
- Strong Leadership skills to provide direction and motivation to staff and all partners.
- Conflict resolution and mediation skills.
- Program planning and development skills to implement, evaluate and modify new and existing programs as needed.
- Knowledge of the principles, concepts and current best practices in the area of restorative justice.
- Public relations and community development experience as well as the ability to work with and advocate for a diverse client and staffing group.
- Financial skills to manage the program, fiscal planning, budget and contract proposals, finances and recording procedures, payroll, statistics and other related activities.
- Analytical skills to monitor operations and assess possible issues around community safety.
- Excellent communication skills for client service as well as funders, community stakeholders.
- Weekend work and on call duties.
- Travel throughout Ontario required.

Posting Date: November 5, 2018

To Apply:

To be considered for employment at Springboard, applicants must be willing to undergo a police clearance/VSS and provide both references and documentation of their credentials. **Please apply online through careers@springboardservices.ca.** Please include the vacancy number in the subject line of your email when applying.

Deadline applicants: November 15, 2018 by 4:00 pm. Please provide your Cover Letter and Resume and a duly completed Application for Internal Transfer form (as applicable).



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Resumes received after the above-stated deadline/s will be considered at the discretion of the hiring supervisor. No phone calls please. Only persons selected for an interview will be contacted. Thank you for applying.

Springboard is committed to employment equity and fair and accessible employment practices. Applications are encouraged from those who reflect the diversity of our community. Accommodations will be provided for job applicant with disabilities, where needed and on request, to support their participation in all aspects of the recruitment process providing the applicant has met the bona-fide requirements for the vacant position.