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## Peak Vocational & Support Services

## Closing Date: September 30, 2016

**TEAM LEADER POSITION**

**R-SPACE PROGRAM**

**Description:**

Peak Vocational and Support Services is currently hiring for a Team Leader positon in our *R Space Program*. Guided by established practices and procedures, the basic function of the Team Leader is to endeavor to fulfill Peak’s mission to empower the individuals served to achieve maximum independence in all areas of their lives.

The Team Leader position is responsible to ensure an assigned a team of individuals with varying support needs are achieving their personal goals.

This position requires: an aptitude for services and support to populations with developmental challenges, addictions and homelessness; knowledge of the Community Disability Services field; qualifications and experience.

**Ideal Candidate:**

The ideal candidate will have a balance between education, experience, application and personal attributes.

**Experience Preferred:**

We are looking for someone to have 3-5 years’ experience working in the field of Human Services or in a related field. Related fields may include, but is not limited to, Mental Health Services, Addictions Services, Criminal Justice, Counselling or Psychology.

**Education Preferred:**

* a diploma (under-graduate degree preferred) in a relevant discipline, from a recognized institution

and/or

* a Community Disability Services diploma or degree OR Foundation in Community Rehabilitation Studies (ACDS) and additional coursework relative to a Community Disability Services degree or diploma (Coursework will include training in: behavior management, disabilities studies, program design and specialized training in areas such as: mental health studies, addictions, FASD, etc.)

**Key aspects of the role include:**

* direct support of individuals
* service monitoring and evaluation of team
* case management of individuals served
* employee supervision including input into performance evaluations
* family and community liaison
* contributing to staff training and mentorship
* Collaboration regarding the scheduling of staff and individuals served
* Computer and writing/reporting skills in accordance to agency/service requirements; ability to databases, utilize the internet, and the use of data analysis tools

**Personal Attributes:**

* A positive attitude and a belief system that individuals with varying support needs have the right and responsibility to define and pursue their life choices
* Demonstrate the ability to work effectively in a collaborative team environment
* Supervisory, leadership, team building skills
* Strong coaching and mentoring skills
* Knowledge of performing conflict resolution and mediation techniques
* Effective priority management skills
* An understanding of community resources to assist to support person’s active participation and inclusion in our community.

Requirements are:

* a valid class 5 driver’s license
* a reliable vehicle to use for work purposes
* Clean Criminal Record Check

The benefits of working for our agency are:

* Competitive wages
* Mileage reimbursement
* Paid Personal Time
* Paid orientation and trainings
* Cost shared health benefits program
* Long term employees have access to cost shared RSP plan

If you would like to work in a fantastic team environment please submit your resume to Peak Vocational & Support Services:

 Email: hr@peaksupportservices.org

Fax: 403-329-0203

 Mail: 1804 – 2 Avenue South, Lethbridge, AB T1J 0G4

Peak appreciates all the applications it receives, Peak will contact only those candidates selected for the interview process.