

## **Director of Counselling Services – Part Time 5 months with possible extension**

**Department:** Management, Non-Unionized  
**Reports To:** Executive Director

The Director of Counselling Services is responsible for the successful leadership and management of Manitoulin Family Resources' Community-Based Counselling Programs in the areas of Violence Against Women Prevention and Mental Health and Addictions, in accordance with the agency's strategic plan and funder expectations. The incumbent will represent the agency at various community events and planning tables, and continue the implementation of an operational plan which incorporates goals and objectives that work towards the future direction of the organization. The successful candidate will oversee the staff and programming of the agency's counselling services, and provide support to the VAW Shelter Supervisor as needed. The incumbent will be responsible for staff management, recruitment and training, as well as assisting the Executive Director with program budgets and Ministry reporting.

### **Requirements/Qualifications:**

- Post-secondary degree in a relevant field; Bachelor's degree required, Master's preferred;
- Current membership and in good standing with the Ontario College of Social Workers and Social Service Workers and/or College of Registered Psychotherapists of Ontario required;
- Ability to adhere to standards of practice under the OCSWSSW and/or COP
- Experience delivering VAW programming, incorporating both harm reduction and feminist frameworks;
- Current knowledge of culturally competent service provision
- 1-3 years' experience in a management position required, experience working in a unionized environment an asset;
- Financial management skills;
- Computer and software proficiency (Microsoft Office Suite) required;
- Expertise in relationship building, conflict management, and creative problem solving skills;
- Excellent communication, presentation, and interpersonal skills
- Valid driver's license, reliable vehicle, clear VSS, insurable driver's abstract, current First Aid and CPR certification are all required and conditions of hire.

### **Please forward application with updated resume to:**

Denise Leblanc  
Executive Programs' Assistant  
Manitoulin Family Resources  
[dleblanc@mfresources.net](mailto:dleblanc@mfresources.net)

**Application deadline: Wednesday, October 13, 2021, at 4:00 p.m.**

Manitoulin Family Resources welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

*We thank all applicants for their submissions, only those selected for an interview will be contacted.*



**Manitoulin**  
**Family Resources**

P.O. Box 181 Mindemoya, ON P0P 1S0  
t: 705.368.3400

Violence Against Women Prevention - Haven House Shelter & Outreach Counselling  
Children's Services - Manitoulin Early ON Child and Family Centre, Centre based & Home Childcare  
Help Centre - Food Bank and Thrift Shop