



We are Hiring!
Case Manager (FT – 18-month term)
Supported Advancement to Independent Living (S.A.I.L)

SAIL serves youth/young adults by teaching life skills in preparation for independent living

Why Work at Knowles Centre?

There are great opportunities open to those who know making a BIG difference starts with the little things.

- Creating conditions for youth/young adults to experience meaningful success and belonging
- Competitive salary and benefits
- 3 week's vacation to start
- Opportunities for career growth
- Paid sick time
- Dynamic training opportunities
- Private office
- Small caseload
- Supportive and professional environment
- Work-life balance
- Free parking

Duties include (but not limited to):

- Provides an assessment of independent living skills and is responsible for the development, implementation, and monitoring of individual case plans and interventions for clients within the program;
- Oversees and organizes staff schedules to ensure consistent and adequate coverage at all times;
- Arranges and facilitates case conferences and systems meetings; serves as an advocate for the needs of clients
- Conducts regular staff supervision; provides guidance, feedback and support to staff regarding clients' individual case plans;
- Oversees and enhances employee performance, which includes setting expectations, and implementing strategies for improvement when necessary;
- Maintains contact with other collaterals involved
- Maintains client financial data
- Facilitates in weekly and monthly staff and client meetings

Qualifications:

- Bachelor of Social Work degree is preferred – other relevant education and experience may be considered
- Experience working with and providing support to at-risk and/or vulnerable youth/young adults;
- Supervisory experience is considered an asset;
- Demonstrated knowledge of issues affecting young individuals with mental health issues and other complex needs;
- Demonstrated ability to work independently and as part of a team;
- Training certification in Applied Suicide Intervention Skills Training (ASIST) and Mental Health First Aid is considered an asset;
- Demonstrated ability to develop and evaluate effective individual Case Plans and intervention plans;
- Excellent knowledge of community resources;
- Respectful of cultural diversity

- Knowledge and understanding of Indigenous History, culture, practices, customs and beliefs
- Excellent and proven interpersonal and supportive counselling skills;
- Ability to communicate effectively;
- Ability to work independently and in a team environment;
- Ability to make decisions and problem solve
- Must be available to perform on call duties on a rotational basis;
- Valid class 5 Manitoba Drivers license and a reliable vehicle is a must;
- Daily use of a Reliable Vehicle
- Proficient with Microsoft Office software.

Knowles Centre is committed to providing a safe environment for children, youth and young adults. All applicants will be thoroughly screened using background checks and a review process.

- First Aid/CPR would be an asset or training can be arranged upon hire
- Successful applicants will be subject to provide Child Abuse Registry, Adult Abuse Registry and Criminal Reference Checks
- Prior Contact Checks will be completed by Knowles Centre
- Driver's Abstract

Salary: \$24.34 – \$28.24

Schedule: Monday to Friday - days

Tentative start date: March 4, 2024

All applicants are required to submit their resume and cover letter, as well as complete an [employment application](#) (available on our website).

Please forward resume with a cover letter and completed application by February 12, 2024 to:

Sail Program Director
Knowles Centre Inc.
2065 Henderson Highway
Winnipeg, Manitoba
R2G 1P7

Or email: sail@knowlescentre.org

Knowles centre is committed to diversity and inclusivity in the workplace. We are a friendly organization that welcomes applications from all individuals who share our values of maintaining a respectful environment for all.

We that all who apply; however only those applicants selected for an interview will be contacted.

Knowles Centre acknowledges that we are gathered on Treaty 1 territory, the traditional territory of Anishinaabe, Cree, OjiCree, Dakota, and Dene People, and the homeland of the Métis Nation. With the spirit of reconciliation and decolonization, we seek to understand our place in history, and build alliances with Indigenous communities through education and collaboration. The Truth and Reconciliation Commission (TRC) 94 calls to action is a highly valued and integrated part of our culture and work