

Who are we

Knowles Centre is a community-based, non-profit social service agency for children, adolescents and young adults facing difficult times in their lives. It began as a home for boys in 1907 and today provides a range of therapeutic and skills-based programs to young people from Manitoba and other communities throughout Canada.

Knowles Centre is made up of a team of 130 full-time, part-time and casual employees. Each day we strive to help young people and their families address past struggles, develop healthier relationships and ways of life, and reach their full potential in the future.

We do this by providing the following programs:

- Healing Homes
- Treatment Foster Care
- SAIL Program
- Day Treatment
- Sexual Abuse Treatment
- Moving Forward Counselling

In addition, we offer or arrange support services that complement our core programs, including:

- *Biimautaziwin* Aboriginal Cultural Program
- Recreation Program
- Camp & Outdoor Education Program
- Access to psychiatric consultation
- Program partnerships with River East Transcona School Division

Knowles Centre is a registered, non-profit, charitable organization governed by an elected Board of Directors.

We are hiring! **Unit Supervisor (full-time, term)** **Group Care Treatment Centre (GCTP)**

(Open term dependent on the return of the incumbent with a 2-week notice)

Knowles Centre is an accredited treatment facility serving children, adolescents, and families from Manitoba and Northwestern Ontario.

Duties:

- Coordinates all unit-related activities
- Reports directly to the Director of Group Care
- Responsible for the hiring and supervision of all permanent and part time unit staff, ensuring the Centre's philosophy and standards of supervision are employed
- Ensures the treatment milieu/living environment is safe, nurturing and empowering
- Regularly consults and works collaboratively with Knowles Centre's group care therapists
- Responsible for determining/implementing the rules of the unit
- Responsible for implementation of a schedule for youth care staff
- Ensures all staff is using a strength-based approach when working with clients
- Function as a member of the regular on-call team
- Responsible for the unit budget
- Chairs weekly team meetings
- Ensures recreational component of program is implemented
- Ensures unit is properly maintained inside and out
- Attends and coordinates summer camp
- Knowledgeable regarding relevant legislation, regulations, provincial programs and accreditation standards, as they relate to the unit and Knowles Centre
- Participates in annual licensing reviews as required
- Participates in accreditation reviews as required
- Write individual reports for each group care client as required
- Attends and contributes to clients' pre-conferences, case reviews and various other conferences

- Ensures implementation of the residential responsibilities in the clients' treatment plans
- Ensures clients receive medical, optical, dental and any other required health care
- Is knowledgeable of all Knowles Centre policies
- Completes performance appraisals as required
- Provide various youth care worker responsibilities as required.
- Uses a strength based approach
- Other duties as required

Qualifications:

- Minimum 5 years' experience in relevant field
- Bachelor's Degree (Preferred), combination of education and experience with level four children will also be considered.
- Strong interest in working with high needs, at-risk youth
- Experience working with Level 4 clients with behavioral and emotional difficulties
- Must have in depth knowledge of Indigenous culture, teachings etc.
- Excellent interpersonal skills
- Able to work effectively in a high stress, fast paced environment
- Successful applicant will be subject to Child Abuse Registry, Criminal Reference and Prior Contact checks
- NVC Training
- Valid CPR certificate
- Experience working in an alternative setting (camp)
- MHFA training
- Valid MB driver's license

As a condition of employment, proof of COVID-19 vaccination is required.

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

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

Salary: To Be Negotiated

Work hours: 7:30 am – 3:30 pm (M – F)

Tentative Start Date: August 22, 2022

Posting Date: July 21, 2022

Send resume with cover letter by 4pm, August 1, 2022 to:

Lesley Gosselin

Director of Group Care

lgosselin@knowlescentre.org

No phone inquiries please

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

Why work at Knowles Centre?

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

- Competitive salary
- 3 weeks' vacation to start
- Paid sick time
- Free parking
- Defined benefits pension plan
- Extended health plan and long-term disability
- Optional additional life insurance
- Support for life-long learning and professional development

Knowles Centre acknowledges that we are gathered on Treaty 1 territory, the traditional territory of Anishinaabe, Cree, Oji-Cree, 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.