

Supervisor, Early Childhood Education Resource Services

Company

Community Living Mississauga

Location

Mississauga

Opening Date

07-06-2023

Description of Organization

Community Living Mississauga has been a source of support for people who have an intellectual disability since 1955. Community Living Mississauga provides a variety of supports and services to people who have an intellectual disability, including: residential supports, employment resources, community engagement, Supported Independent Living, respite, and various day support options. Our mission is to provide support to people to ensure their quality of life in the community is meaningfully improved, promoting inclusion and independence.

For more information about Community Living Mississauga, we invite you to visit our website at www.clmiss.ca.

Location Proximity

Mississauga, ON

Description of Position

The Supervisor of Early Childhood Education Resource Services is responsible for the supervision of Resource Consultants. Working under the guidance of a Manager, this position is responsible for ensuring high quality special needs resource consultation and support is being provided to community child care programs and families, while ensuring compliance with all applicable regional and provincial legislation.

Description of Duties

Establish strong team culture by way of creating team norms, goal planning, regular team meetings, supervision, effective communication strategies and conflict resolution

Knowledgeable of child development, best practices and current research in early childhood resource consultation.

Knowledgeable of children/families verbal and nonverbal communications, including alternative communication systems and techniques, and encourages Resource Consultants to promote self-

expression of children/families who receive support
Demonstrates ability to work collaboratively and in partnership with other service providers, agencies and community partners.
Demonstrates a strong ability to coach, mentor and model best practices and strategies related to early childhood resource consultation and family support.
Remains current and informed regarding broader organizational information
Demonstrates effective use of technology
Recognizes and acts on opportunities to create partnerships and lasting relationships to benefit the Early Childhood Education Resource Services department.
Represents Community Living Mississauga professionally at all times while presenting, networking or engaging with colleagues outside of the agency.
Participates in strategically identifying operational trends and responds accordingly
Works proactively with childcare centres to address needs and problem solve as required.
Engages in collaborative problem solving approach with children/families, colleagues and manager to seek solutions to day-to-day issues
Knowledgeable of all applicable legislation/policies and consistently applies and enforces and seeks assistance where unclear or required from Manager or Human Resources Department.
Participates in budget development and manages budget expenditures of all assigned cost centres to ensure effective use of all resources and fiscal accountability.

Qualifications

Resource Consultant Certificate (or equivalent e.g., a recognized B.A. in Early Childhood Education with a focus on Special Needs)
Must be registered in good standing with the College of Early Childhood Educators (CECE)
A minimum of 3 years full time relevant work experience at a supervisory level
Previous experience with staff scheduling and performance management preferred
Excellent problem solving skills and ability to work in a fast paced environment
Demonstrated ability to apply leadership, effective negotiation and delegation skills
Excellent knowledge of the Child Care and Early Years Act (CCEYA) 2014 and current Ministry of Education directives, i.e., 'ELECT', 'How Does Learning Happen?'
Excellent analytical, interpersonal and communication skills (oral and written)
Proficient with PC computer environment; MS Office (Word, Excel, Outlook, etc.)
Must have a Valid Ontario Driver's License (Class G) and access to a reliable vehicle and Insurance
Knowledge of the Peel Inclusion Resource Services (PIRS) Model an asset
Fluent in French an asset

Additional Information

Why Join our Team?

Community Living Mississauga is a leader in providing support to people who have an intellectual disability. You will be joining a diverse, inclusive and passionate team of employees who are dedicated to making a meaningful difference in the lives of people. We offer:

The opportunity to make a meaningful difference in someone's life.

On-going learning and career development opportunities.

Access to exclusive discount offers and savings on entertainment, travel, attractions, shopping, health, wellness, sports and more.

Flexible schedule.

Employee Recognition and Rewards Programs.

Friendly, respectful, supportive and inclusive work environment.

Community Living Mississauga is committed to taking every reasonable precaution to protect employees and people who receive supports and services. In an effort to protect the wellbeing of our employees and the people we support, full COVID-19 vaccination is an essential requirement of all positions at Community Living Mississauga. You will be required to submit proof of full vaccination.

Community Living Mississauga values inclusivity and diversity in the workplace. We welcome and encourage applicants from diverse backgrounds. We are committed to providing accessible employment practices, including accommodation at any stage of the recruitment process in compliance with the Accessibility for Ontarians with Disabilities Act.

While we thank all applicants, only those selected for an interview will be contacted. Any information obtained during the course of recruitment will be used for employment recruitment purposes only, and not for any other purpose. Please apply directly on our website: <https://www.clmiss.ca/careers/>.