



Giving Hope Today

Employment Opportunity

The Salvation Army Community Services (Calgary)

Program Manager

Position Type: Regular Full Time – 80 hours bi-weekly

Location: West Campus

Position Summary

This position oversees and provides direct operational and strategic direction for the West Campus, ensuring alignment with overall mission and strategic plan within the provision of faith-focused services.

Hours/Schedule

Regular Full Time - 80 hours bi-weekly;

Monday - Friday; 8:00 a.m. to 4:30 p.m.

What you will be doing in your role

- Works closely with existing team to develop opportunities for social programming at the West Campus to serve the community.
- Assists in the development of new business/lease/rental opportunities based out of the West Campus that can both create revenue and serve the surrounding community.
- Collaborates closely with The Salvation Army Officer to assist in growth of existing church.
- Assists with developing opportunities for the development of existing housing units on the West Campus property; manages program partnerships related to social service program delivery.
- Understands and manages government contracts related to any social services provided at the West Campus.
- Ensures programs incorporate the values, standards and philosophy of The Salvation Army and CS(C) mission statement(s).
- Develops operational plans for the business, social and housing programs, as well as Women's Residential Programs; develops, implement and evaluates program goals that support the annual CS(C) strategic & operational goals.
- Builds teams that are qualified, equipped and engaged in their work, as well as work well with other program areas within the organization to create unity and flow of services.
- Initiates, maintains, and promotes positive working relationships/partnerships and communications with community stakeholders, government and collaborative agencies; represents TSA at decision-making tables in the program sector(s).
- Ensures programs are fully staffed with qualified staff (employees and volunteers) and that staff have the resources to do their jobs.
- Grows, develops, and coaches direct reports to meet client needs, and increase program effectiveness.

Required Education, Experience and Competencies

- Completion of an Undergraduate University Degree in a related field (e.g., BA, BBA, BSc, BSW).
- A minimum of five years of experience in the social service and/or business sector, including leadership, financial management, startup, program, and social service management experience.
- Satisfactory Police Information Check (PIC) with Vulnerable Sector Search and Child Intervention Check (due to work location being in the proximity of children).
- Incumbents with a Social Work diploma or degree must be registered with the Alberta College of

Social Workers.

- Proficiency in strategic planning, program development and evaluation.
- Sets clear standards and practices to deliver quality services in accordance with accreditation processes, intended program outcomes, and resources; monitors and builds an ongoing continuous improvement and learning environment; attention to detail, problem solving and analytical skills.
- Excellent communication skills (verbal/written); strong sense of integrity and confidentiality with professional ethics and a balanced sense of fairness and flexibility; strong skills in MSOffice 365 (Excel, TEAMS, Word, PPT) to prepare/present information.
- Leads with effective change management and staff engagement principles in order to promote excellence and strong teams; sound management skills including setting direction, managing performance, assessing capability; proven ability to establish and maintain productive relationships with community partners.
- Exemplifies high ethical standards of conduct; knowledge, understanding, and a commitment to equity, diversity and inclusion.

Successful candidates, prior to hiring, may be required to provide/complete background check consent

Please apply by sending a cover letter and resume to: CSCalgary.HRResumes@salvationarmy.ca and please use the competition # **PMWS061224 in your email subject line.**

This competition will remain open until the position is filled.

We thank all applicants and those selected for an interview will be contacted.

For more than 130 years, The Salvation Army has had the privilege of serving vulnerable people in communities across Canada. Last year, we helped over 1.7 million people. The Salvation Army not only provides the necessities of life such as food, clothing, and shelter, but our programs address needs such as addictions, language barriers, loneliness, unemployment, and family challenges. Our services continually adapt to meet emerging needs.

Mission and Core Values

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.

Our values underpin all that we do:

Hope: We give hope through the power of the gospel of Jesus Christ.

Service: We reach out to support others without discrimination.

Dignity: We respect and value each other, recognizing everyone's worth.

Stewardship: We responsibly manage the resources entrusted to us.

The Salvation Army will accommodate candidates as required under applicable Human Rights Legislation. If you require a disability related accommodation during this process, please inform us of your requirements.



Imagine Canada believes that charities and non-profits have a responsibility to be innovative, transparent, accountable, ethical, and well-governed.