



Giving Hope Today

## Employment Opportunity The Salvation Army Community Services (Calgary)

### Housing Program Manager

Location: Calgary – Downtown

Position Type: Regular Full-time

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.

At work in more than 400 communities across the country, The Salvation Army has grown to become one of Canada's largest non-governmental providers of social services. An organization that has people at the core of its mission, they have taken unprecedented measures during COVID-19—altered their programs and service delivery—to ensure that those who rely on them for help stay healthy and safe.

### 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.

### Position Summary

Provides oversight and direction for all components of the Supportive Living and Parolee programs, ensuring strategic, operational, business and implementation planning for safe, effective, and efficient provision of faith-focused services.

### Hours/Schedule

This position is Regular Full-Time 40 hours per week.

### Key Responsibilities

- Ensure the Supportive Living and Parolee programs incorporates the values, standards, and philosophy of The Salvation Army and CS(C) mission statement(s).
- Responsible for developing the Supportive Living model and complying with the Supportive Living Accommodation Licensing Act.
- Responsible for enhancing the Parolee program to lower recidivism and increase the chance for parolees to reintegrate into society.
- Create an atmosphere that encourages independence, personal growth, healthy choices and positive

life goals by the residents.

- Ensure all program components are implemented.
- Develop program operational plans.
- Develop, implement, and evaluate program goals that support the annual program operational plan.
- Ensure best practices are researched and implemented.
- Hire, orient, train, support, evaluate and retain direct reports.
- Establish, maintain, and adhere to each programs' budget(s).
- Ensure the establishment and maintenance of Supportive Living and Parolee policies, procedures, and guidelines ensuring compliance with organization standards, policies, best practices, and legal requirements.
- Write and/or supervise program and funding proposals as requested by the Executive Director.
- Prepare and submit documentation, reports and statistics as required, to Executive Director, management, and donors.
- Attend Leadership Team meetings, present opportunities & challenges, answers to questions and prepare reports as required.
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### **Required Education, Experience and Competencies**

- Completion of an Undergraduate University Degree in a related field (e.g., BSW, Community Development, Social Services.)
- At least three years of experience in the social service sector, including leadership, financial management, program, and social service management experience.
- Be familiar with the Residential Tenancy Act.
- Have experience working with people experiencing homelessness and supporting individuals in housing.
- Able to set 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 verbal and written communication skills; MSOffice 365 (Excel, TEAMS, Word, PPT) to prepare/present information.
- Managerial leadership skills to engage staff and promote excellence and strong team; strong management skills including setting direction, managing performance, assessing capability.
- Demonstrated relationship building skills to establish and maintain productive relations with community partners.
- Demonstrated trauma-informed care and de-escalation skills.

Successful candidates, prior to hiring, may be required to provide:

- Background check consent.
- A satisfactory Police Information Check (PIC) with Vulnerable Sector search
- Proof of successful completion of our online Armatius Abuse Training, and required Health and Safety training.

*In support of our commitment to a healthy and safe workplace and community, The Salvation Army (TSA) has a vaccination requirement for all employees in Canada. The successful candidate will be made an offer of employment on the condition of being fully vaccinated against COVID-19 and will be required to provide proof of full vaccination, prior to their employment start date. The requirement to be fully vaccinated is subject to provincial/territorial human rights legislation. If the candidate is unable to vaccinate for a reason protected by the Human Rights Code, a request for accommodation can be submitted and written proof satisfactory to TSA will be required.*

If this sounds like the ideal role for you, here are more reasons why you should apply:

- A career working for an internationally recognized organization where you can make a difference.
- Comprehensive benefits package
- Group RRSP contributions with no matching required
- Training opportunities
- On-site parking

Are you passionate about building an engaging environment that supports and challenges others to achieve their goals?

Take the next step and apply so we can continue the conversation about you joining The Salvation Army, where we value a diverse work force and make a difference.

**Please apply by sending a resume to: [hrresumes@salvationarmycalgary.org](mailto:hrresumes@salvationarmycalgary.org) and in the email subject line please include the Competition # **HP120621**.**

**Competition closing date:** December 19, 2021.

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.



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