



Giving Hope Today

Employment Opportunity The Salvation Army Community Services (Calgary)

Program Manager – West Campus

Location: Calgary – Killarney

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

Oversee and provide 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

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

Key Responsibilities

- With the existing team, develop opportunities for social programming at the West Campus to serve the community.
- Lead the development of new business/lease/rental opportunities based out of the West Campus that can both create revenue and serve the surrounding community.
- Explore and develop opportunities for the development of existing housing units on the West Campus property.
- Manage agency partnerships related to social service program delivery.
- Understand and manage government contracts related to any social services provided at the West Campus.
- Ensure all Programs incorporate the values, standards and philosophy of The Salvation Army and CS(C) mission statement(s).

- Incorporate the Pathway of Hope model into all programming and services.
- Develop strategic plans for the business, social and housing programs.
- Initiate, maintain and promote positive working relationships/partnerships and communications with community stakeholders, government and collaborative agencies; represents TSA at decision-making tables in the program sector(s).
- Hire, orient, train, support, evaluate and retain direct reports.
- Establish, maintain, and adhere to West Campus budget(s) in compliance with policies, as well as Finance operating and administrative guidelines.
- 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.

Required Education, Experience and Competencies

- Completion of an Undergraduate University Degree in a related field (e.g., BA, BBA, BSc, BSW).
- At least five years of experience in the social service and/or business sector, including leadership, financial management, startup, program, and social service management experience.
- Proficient in strategic planning, program development and evaluation.
- 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.

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

- Background check consent.
- A satisfactory Police Information Check (PIC) with Vulnerable Sector search
- Child Intervention Check
- A proof of successful completion of our online Armatus 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 that 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 and in the email subject line please include the Competition # **WC110421.**

Competition closing date: December 19, 2021.

In accordance with The Salvation Army policy and legislated requirements, employment is conditional upon the verification of credentials and completion of a background check.

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.