



DIRECTOR OF SUPPORTS & SERVICES

The Ottawa-Carleton Association for Persons with Developmental Disabilities (OCAPDD) has an exciting opportunity for the position of **Director of Supports & Services**.

OCAPDD is a learning organization and leader in the Developmental Services sector in Ontario, supporting over 900 people with developmental disabilities to successfully live in the communities of Ottawa & Cornwall. This support is provided by a dedicated team of over 650 employees.

If you are the right professional for this role and you want to make a positive impact in people's lives on a daily basis, you will prove to be a good fit as a senior member of our management team of 10. You will report directly to the Senior Director of Quality Services, and your key areas of responsibility will include providing clinical direction and oversight to program staff to ensure the standard of care provided to individuals at OCAPDD / Open Hands meets or exceeds MCCSS Compliance Regulations, and is in keeping with person-directed practices and the organization's vision and core values. You will participate and develop cooperative relationships with other community organizations to pursue goals related to support planning and quality supports as well as consult and collaborate with internal and external resources regarding supplementary supports and services.

You are a seasoned professional with innovative and resourceful approaches to problem solving, conflict management and service delivery. You have a proven track record of accomplishments, from at least 10 years in progressively responsible positions in the social services sector.

You have excellent oral and written communication skills as well as effective interpersonal, organizational and leadership skills. You are results-oriented and possess strong project management abilities. You have successfully obtained a post-secondary degree (preferably at a Master's level), possess a valid Class "G" driver's license and have access to an automobile as occasional travel is required.

Employment Type

- Permanent full-time
- 35-hour workweek

Assets

- Knowledge of MCCSS compliance regulations
- Experience working in a unionized environment
- A high degree of computer literacy and functionality
- Bilingual in both official languages

Benefits

- Competitive Pay – Pay will be commensurate with qualifications and experience
- Comprehensive Medical and Dental benefits – employee and dependent
- Life Insurance and LTD
- Continuing education and professional development
- KM reimbursement when personal vehicle used
- Paid vacation and sick leave entitlements

To apply for this position, please forward a detailed resume in confidence, by **June 27, 2022** to:

**Human Resources Department
OCAPDD
229 Colonnade Road
Ottawa, ON K2E 7K3
Email: mmalinowska-nunes@ocapdd.on.ca**

Please include “Director of Supports and Services” in the subject line

OCAPDD would like to thank everyone submitting an application for the position, however will only be contacting those individuals selected for an interview.

OCAPDD is an equal opportunity employer and we value the importance of diversity, dignity and worth of every individual in the workplace. OCAPDD offers accommodation for applicants with disabilities in its recruitment processes. If you are contacted by OCAPDD regarding a job opportunity, please advise prior to the interview if you require any accommodation.