Employment Opportunity

Manager, Employment Services
Employment Services - North Surrey
Regular Full-Time (35 hours/week) (Grid 50)

PCRS is a long-standing, award-winning not-for-profit that serves the most vulnerable people in the Province of B.C. We believe that helping the most marginalized individuals and families will raise the health and well-being of the communities we serve. Our vision is to see everyone thriving in strong, healthy communities, and our mission is to inspire healthy and inclusive communities through leadership and collaboration. We value advocacy, diversity and inclusion, empowerment, service excellence, stewardship, and well-being. We have been recognized for placing a high value on work-life balance. Our Employee Family Assistance Program has a full preventative health program including nutrition awareness, stress reduction, and tools to assist our staff with maintaining a work-life balance. We take care of our people who take care of the people we serve.

Position Summary:
Pacific Community Resources Society is seeking an experienced Manager to provide vision, direction and overall leadership of employment contracts, including the WorkBC contract in conjunction with Options Community Services. As a sub-contractor for Options Community Services, the Manager fosters and influences both organization's relationships with funders, government, private and public sector organizations, partners, special interest groups, program participants, and public members. The successful applicant demonstrates exceptional service operations and contracts management knowledge, applicable legislation, staff leadership, advocacy, team building, and service and outcome evaluation.

The Manager will have exceptional communication skills and a high degree of technical skills to be able to utilize the Ministry’s databases. Working closely with employment services Coordinators, the Manager promotes best practices and works to ensure the contract's high-quality service and fiscal viability. As the program and policies evolve and change, the Manager will provide leadership to adapt and disseminate the information and changes to the staff team.

This position requires working evenings and weekends based on operational needs.

Academic and Job Experience Required:
• Master's or bachelor's degree in a relevant discipline, combined with at least five (5) years experience in a leadership/manager position responsible for developing, implementing, and evaluating operational programming related to employment services.
• Expertise in the labour market and employability issues relating to a variety of specialized populations and familiarity with associated legislation and ministry policies.

An equivalent combination of education and work experience will be considered
Basic Requirements:
- Criminal record check including the vulnerable sector
- Use of own vehicle required (Paid mileage)
- Thorough knowledge of WorkBC employment services, including knowledge of the Ministry databases.
- Proof of being fully Vaccinated for Covid 19

Desired Requirements:
- De-Escalation/Non-Violent Intervention training.

IMMEDIATE SUPERVISOR:
Director, Employment Services

Salary Range:  $42.14/hour – $48.15/hour, Plus benefit package (100% employer-paid)
Closing Date:  December 10, 2021 at 4:30 p.m.
Apply at: https://pcrs-external.scouterecruit.net/jobs/PCRS270

Offer of employment is conditional upon the applicant providing us with proof of being fully vaccinated against COVID-19

"Pacific Community Resources Society is committed to diversity and inclusion and encourages applications from people of all gender identities and expressions, persons with disabilities, Indigenous peoples and visible minorities. Persons who anticipate needing accommodations for any part of the application process may contact our H.R. department at hr@pcrs.ca. Personal information will be kept confidential."