

CANADIAN MENTAL HEALTH ASSOCIATION/PEEL BRANCH

Posting for Director, Clinical Services

CMHA/Peel is looking for a Clinical Director to direct and provide overall coordination of ongoing CMHA/Peel clinical services and other direct service programs. Reporting to the Chief Operating Officer (COO), the Director will monitor effectiveness, making changes where necessary, ensuring the provisions of appropriate qualitative services in keeping with the vision, mission and business plan of CMHA/Peel.

Key Management Responsibilities

- 1) Fulfils the obligations inherent in the vision, mission and business plan of the Organization.
- 2) As a member of the Senior Management Team, assists in the strategic management of the Association through the development of the organizational business plan.
- 3) Assumes responsibility as organizational lead on specific projects as assigned by COO.
- 4) Assumes a leadership role and participates in senior management team meetings and other management initiatives.

Staff Responsibilities

- 1) Direct Supervision of Program Managers of Direct Client Service programs including input into hiring, orientation, training and development of staff.
- 2) Provides strong, positive leadership around program/organizational or sector change to teams and managers, through clear and effective communication and effective planning and implementation of new directions/changes.
- 3) Effectively facilitates and schedules team, clinical and/or yearly team day meetings with clear purposes, agendas, actions and outcomes.
- 4) Facilitates the building of positive, professional team culture in and across departments through various means and responds to issues including mediating conflict when necessary.
- 5) Directs and supports managers to facilitates a common team vision and ensures that the team continuously works towards reaching their vision through team training, program reviews, yearly operational plans, etc. and develops a common vision for department
- 6) Responsible for overall functioning of program staff, volunteers and students in keeping with the Personnel Policy Manual, Ministry of Health and LHIN standards and Employment Standards

Service Responsibilities:

- 1) Responsible for operating plan development, budgetary planning, monitoring and reporting for the designated portfolio of programs and services in consultation with managers, Director, Finance & Operations and COO.
- 2) Ensures the safety, health and well-being of the clients, staff and volunteers of the programs through adherence to relevant standards, guidelines and regulations. Approves high risk or unusual admissions to services.
- 3) Ensures the provision of program services to clients from the point of referral and intake through to discharge.
- 4) Ensures that accurate and confidential records related to members, staff and administrative requirements are maintained.
- 5) Participates indirect service programming as required including on call back up as necessary.
- 6) Maintains ongoing liaison with referring agencies and other community organizations participating in interagency planning and coordination as required.
- 7) Presents and interprets services to referring agencies and the community representing CMHA/Peel in a professional manner.
- 8) Participates in community development initiatives as indicated by relevant strategic direction in consultation with the COO.

Skills and Qualifications

- 1) Regulated health professional post graduate degree (MSW, RN)
- 2) Knowledge of Recovery principles with disadvantaged populations and demonstrated success in their application
- 3) At least 15 years combined experience in front line with a minimum of 5 years management experience, working with disadvantaged populations
- 4) Experience managing a multi-disciplinary team in the social services/mental health care sector
- 5) Strong knowledge of non profit sector with relevant management courses
- 6) Valid "G" Ontario driver's license and unlimited use of a vehicle
- 7) Current computer word processing and database software skills

Please send a covering letter with your resume, specifying which position you are applying for to:

Manager, Human Resources
250 Clarence Street, Unit 5
Brampton, ON L6W 1T4
Or by fax (905) 451-1720.

Or via email to balsaran@cmhapeel.ca

CMHA/Peel is an Equal Opportunity Employer.