



## JOB POSTING

<b>POSITION:</b>	CLINICAL MANAGER, LEARNING DISABILITIES MENTAL HEALTH (LDMH) SERVICES
<b>REPORTING TO:</b>	DIRECTOR, CLINICAL SERVICES
<b>JOB TYPE:</b>	FULL-TIME PERMANENT (35 HRS/WEEK), NON-BARGAINING
<b>POSTED DATE:</b>	SEPTEMBER 23, 2022
<b>APPLICATION DEADLINE:</b>	UNTIL FILLED
<b>EXPECTED START DATE:</b>	ASAP
<b>LOCATION:</b>	TORONTO

### ABOUT CHILD DEVELOPMENT INSTITUTE

CDI is a leading children's mental health agency in the City of Toronto offering a range of services to approximately 3,500 children ages 0-12, youth ages 13-18 and their families each year. Our mission is to promote and support the healthy development of children and to strengthen the families and communities in which they live. We provide four streams of service to families in need: early intervention, family violence, healthy child development and specialized mental health services for children and youth with learning disabilities.

### POSITION SUMMARY

CDI is seeking an experienced and knowledgeable Clinical Manager who will be responsible for **working within** a multi-disciplinary framework, supervising evidence informed clinical practice in children's mental health related to a range of issues such as emotion regulation, trauma, anxiety and complicated by a diagnosed learning disability.

In carrying out this role, the Clinical Manager will work under the supervision of Director, Clinical Services and closely with members of the Clinical Management Team. In addition, the Clinical Manager will be responsible for providing vigorous leadership towards the achievement of clinical excellence and exemplary supervision and ensuring that CDI is well represented and appropriately positioned within the professional and other communities of interest by assuming leadership roles and by forging effective partnerships that produce identified objectives.

### DUTIES & RESPONSIBILITIES

1. Accepts and works within the Institute's stated vision, mission, values and goals
2. Provides direct supervision to a team child and family clinicians to ensure provision of quality services in accordance with sound management practices, the Collective Agreement and agency approach to supervision.
3. Ensures that clinical practices are evidence-informed, meet ethical and professional standards, are family centred, and are congruent with the mission and direction of the agency.
4. Evaluates and regularly reviews performance strengths and issues against established benchmarks and key performance indicators with assigned staff in keeping with agency policy and service standards
5. Recruits, hires, trains, orients supervises and evaluates assigned staff
6. Manage, lead, develop and establish direction and work priorities for the clinical staff
7. Maintains a current knowledge of relevant clinical practices and theoretical models
8. Responds effectively to elevated client concerns and complaints
9. Approves expenditures within procedural requirements and manages assigned financial resources
10. Monitors the volume of service delivered against approved agency standards and anticipates emerging service patterns, issues and needs
11. Prepares service and work plans for each program under their supervision and regularly reviews with program team
12. Continuously improve processes, practices and efficiency of service delivery
13. Works with the Director, Clinical Services to monitor budgets, service planning and quality assurance
14. Arranges staff scheduling and coverage as appropriate for service delivery

15. Works collaboratively with other Clinical Managers to ensure overall coordination and effective agency operations
16. Works effectively as a team member in management processes and balances individual and program perspectives with perspectives of the overall well being of the agency.
17. Assumes a lead role in the additional management level projects and initiatives as assigned and ensures effective program development.
18. Develops and maintains effective relationships with key stakeholders
19. Assumes a clear community profile of visibility and leadership that well represents the organization
20. Ensures that CDI programs and services are aligned with community needs and that appropriate relationships are established to advance program effectiveness
21. Performs other assigned duties in the interests of the agency as assigned

## MINIMUM QUALIFICATIONS AND SKILLS

- A Master's Degree in Social Work or related clinical field
- Registration (or eligibility for registration) with a professional college (e.g., College of Social Workers Psychotherapy, Psychologists)
- Minimum of five years' experience in clinical supervision
- Extensive clinical experience working with children, youth, families and groups, and familiarity with associated systems (schools, community agencies)
- Extensive experience with evidence-informed therapy interventions
- Experience in the field of learning disabilities is an asset
- Experience in managing staff including recruitment, training, evaluation and performance management
- Excellent communication (written & verbal) and teamwork skills
- High level of computer proficiency
- Commitment to continuous learning
- Sound knowledge of relevant legislation
- Valid Ontario driver's license and use of a vehicle
- Demonstrated ability to work in a respectful manner with groups from diverse backgrounds and experiences.

## WORKING CONDITIONS

- Governed by concurrent and dynamic deadlines, despite conflicting priorities and frequent interruptions.
- The noise level in the work environment is usually moderate.
- Occasional travel to CDI and program locations.
- Fast-paced work environment.
- Frequent handling of queries and calls from employees, colleagues and community partners
- Flexible work schedule to accommodate job responsibilities, including requirement to work some evenings.
- Occasionally required to work overtime in order to meet deadlines.
- Valid Ontario driver's license and use of a vehicle.

**COMPENSATION:** Salary is under review and is subject to skills, abilities, and qualifications.

## APPLICATION INSTRUCTIONS:

Child Development Institute

Human Resources

E-mail: [careers@childdevelop.ca](mailto:careers@childdevelop.ca) and [lmarsan@childdevelop.ca](mailto:lmarsan@childdevelop.ca)

*Thank you in advance for your interest. However, due to the volume of resumes received, only those candidates selected for interviews will be contacted.*

## DIVERSITY AND INCLUSION:

*Child Development Institute is an Equal Opportunity Employer. We value inclusivity & diversity in the workplace. We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to,*

- *First Nations, Métis and Inuit peoples, and all other Indigenous peoples;*
- *members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin;*
- *persons with visible and/or invisible (physical and/or mental) disabilities; and*
- *persons of marginalized sexual orientations, gender identities, and gender expressions.*

*We recognize that many of these identities intersect and that therefore, equity, diversity and inclusion can be complex. We value the contributions that each person brings and are committed to ensuring full and equal participation for all in our community.*

**ACCOMMODATION:**

*Child Development Institute is committed to creating an accessible and inclusive organization. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Ontario Human Rights Code (OHRC). Child Development Institute will provide accommodations throughout the recruitment & selection process to applicants with disabilities. During any stage of the recruitment process, please notify Human Resources of the nature of any accommodation(s) you may require. Any information received relating to accommodation measures will be addressed confidentially.*

*All applicants are advised that offers of employment are contingent upon the successful completion of a Vulnerable Sector Check.*

***Note: All CDI employees are required to be fully vaccinated as a condition of hire in accordance with CDI Mandatory Vaccination Policy.***