



We're hiring a Manager of Employment Services Richmond BC

Spark your passion, ignite change!

Spark your passion and discover your potential with **Aspire Richmond**. Join a team that truly cares about what matters to you. Be empowered, challenged and supported as a leader to ignite change!

Our roots run deep in the Richmond community with nearly 40 years of program delivery and almost 300 employees. We live and breathe inclusion with a strong belief in the importance of grassroots advocacy, deep connections and kindness. We treat our employees with the same care as those that we support. In addition to creating rewarding relationships, you can expect respect, flexibility, significant professional development, comprehensive compensation and career growth with us.

Manager, Employment Services (Full-time) – Richmond, BC

Employment Services is a dynamic and results oriented program at ASPIRE which offers a range of services and supports to meet the employment needs of job seekers and employers. The Manager will be responsible for developing and implementing programs and services, building partnerships, and overseeing frontline operations- including case management, coordinating with partners, outreach and program administrative requirements.

YOUR IMPACT:

- Work closely with participants on various topics related to job search, job retention and career exploration, effectively moving them through their Service Plans towards their employment goals.
- Developing and maintaining partnerships from private, public and the non-profit sector.
- Enhance systems to review program outputs and outcomes to develop strategies for improving program quality.
- Establish respectful relationships with the individual, their family members and support network, providing progress reports as needed.
- Lead a staff team; fostering a positive workplace culture where staff feel engaged, empowered and valued.
- Developing grant applications for government sources, foundations and corporations.

YOUR CAPABILITIES:

As the ideal candidate for this role, you are a results oriented, self-motivated and dynamic leader with direct experience in managing employment programs for vulnerable populations.

In addition, you have:

- Relevant post-secondary education in social services, human resources, or a related field and/or an appropriate combination of education and experience.
- Five to seven years of experience in the field, demonstrating progressive program management accountability, including extensive background in Employment Services.
- Knowledge of labour market trends, particularly those related to employment needs of vulnerable populations.
- Strong communication, problem solving and critical thinking skills.
- Ability to build and effective team, manage personnel and performance issues in an effective and progressive manner while maintaining sensitivity to people from diverse cultural, and socio-economic backgrounds.
- Strong planning and program development skills and experience.
- Able to build effective working relationships with other professionals, family members, and organizations to ensure services are in the client's best interest and supportive of their goals.
- Proficient in Microsoft Office suite, knowledge of Sharevision is an asset.

Aspire Richmond offers a continuum of care throughout the lifespan of an individual with a disability. This includes early intervention supports for infants and children, child and youth care, adult day and residential services, employment options and more. Our extensive professional development will allow you to make a meaningful impact right away. We are looking for people who share our passion to create a community where everyone belongs that is rooted in our values of trust, openness, fairness, respect, responsiveness and continuous learning.

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