



*Lanark County is seeking a high energy, dynamic, professional to fill the following regular full-time opportunity in our Social Services Department starting June 1<sup>st</sup>, 2019 in our Smiths Falls Office.*

**REGULAR FULL-TIME  
HOUSING SERVICES MANAGER  
(POSTING #SS2019-010)**

**MANDATE:**

Reporting to the Director of Social Services, the Housing Services Manager will manage and provide leadership to the Housing Services staff. They will provide support to and monitor compliance of non-profit housing providers to Ministry legislation and guidelines. They will manage the county's social housing units and draft proposals, evaluate and implement new social housing programs. They will influence the strategic direction of the Housing Services Department in order to identify, plan for and address gaps associated with affordable housing and homelessness. They will respond in the event of a Peacetime Emergency.

**QUALIFICATIONS:**

- 4 Year University Degree in Social Work or related discipline.
- Minimum 5 years' of related progressive experience, including supervisory ideally in social housing or related social service agency.
- Requires excellent presentation, oral and written communication skills.
- Must possess the ability to negotiate, problem solve and prioritize.
- Requires a high level of computer proficiency in current and program related technologies.
- Demonstrated supervisory, leadership and financial budgeting skills.
- Sound working knowledge of Housing Services Act as well as the current ministry legislation, funding and initiatives.
- Experience in strategic planning and preparing reports for the Ministry of Municipal Affairs and Housing
- Experience working in a unionized environment is an asset.
- Must possess a valid Ontario driver's licence and have access to a vehicle in order to attend off site meetings on a weekly basis.

In addition to a competitive salary (N.U.G. Salary Grid, Level 10 \$74,147 to \$95,714), we offer a comprehensive compensation package. The hours of work are 35 hours per week with the ability to work overtime as required. Overtime is not compensated (management lieu-time only).

The Lanark County employee slogan is "Working Together to Achieve Greatness." If you embrace this ideal and you meet the position qualifications outlined above, **we look forward to receiving a detailed résumé no later than Thursday, May 2<sup>nd</sup>, 2019 quoting job posting SS2019-010** Lanark County Administration Building, Human Resources, 99 Christie Lake Road, PERTH, ON, K7H 3C6; Fax #: 613-267-2539; **Email: ssjobs@lanarkcounty.ca**

When emailing your application, please ensure your cover letter, résumé and any other related documents are submitted in one file preferably MSWord (.doc or .docx) or Adobe (.pdf). **Email subject line should include your "name" and job posting number "SS2019-010". (example: John/Jane Doe SS2019-010)**

Lanark County is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the County's goods, services and facilities. **If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

*Note: Personal information collected from applications is collected under the authority of the Freedom of Information and Protection of Privacy Act, and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Human Resources Department at the address indicated above.*