



# JOB POSTING!

## Regional Manager

### About us

Pivot Point specializes in behavioural, educational and mental health services to children, teens and adults with Diverse Abilities. We provide evidence based services in client homes, in our clinics and our schools, and in the community... all focused on creating meaningful change in the lives of those we serve.

*out of the work I do at Pivot Point, recommend the services here to my family and friends"*

### How you fit in

As part of our team of "**Visionary Managers**" Regional Managers play a vital role in building and leading regional teams. In fact, Pivot Point's presence within each community directly flows from the compassionate and inspiring leadership of each Regional Manager.

Your role as a Regional Manager is to lead your staff using Pivot Point's guiding principles and values to intentionally create positive experiences for all of your staff and clients within your region, while striving to expand the reach of your region towards its full potential.

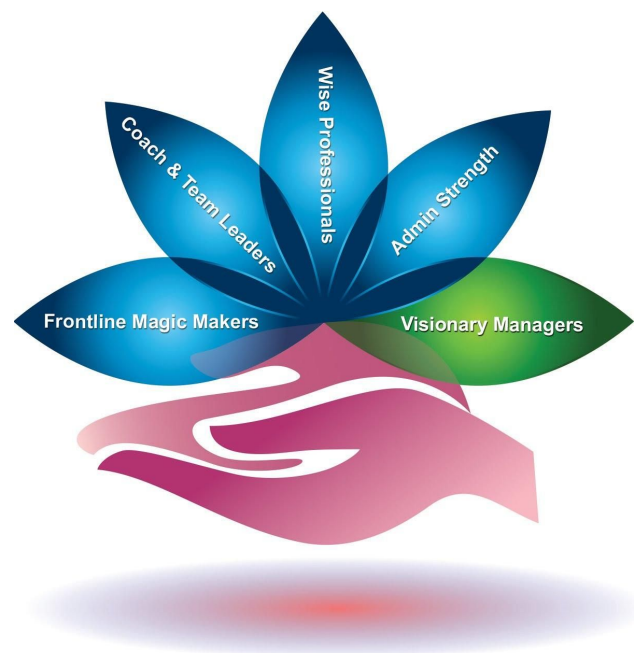
### Nature and Scope

- Regional Managers work 50% or more of their hours from home based offices!
- Hours of work are self-scheduled based on needs and goals for your region!
- Community meetings are often required at least one or two evenings per week or occasionally weekends.
- Regional Managers typically start part time with **10 - 15 hours per week** and is likely to remain relatively stable once you establish routines... unless you want more!

### Key responsibilities

- **Marketing:** Building a referral network within your region and actively building relationships within that network which result in a strong and growing presence of clients and staff within the community.
- **New client Intake:** Completing information sessions with potential client families to present Pivot Point's services and help families determine if we are a good fit for their needs.
- **HR Support:** Actively work with the HR department to hire, train, and directly support the regular flow of new staff needed within your region to meet the growing demand for services. Support the professional development of each member on your team, inspiring them to be at their best.
- **Services & Events:** Promote the expansion of current services as well as spearhead the introduction of new services, events, and workshops which may be unique to your region.
- **Supporting success:** Directly overseeing the satisfaction and success of each client family and each staff member within your region.

*Is this YOU? Are YOU a visionary manager?*



*More excitement on page 2 ....!*

## Fun facts

**Starting wage: \$23 - \$25 / hour depending on experience and education!**

**Manage your own highly flexible schedule week by week!**

**Great career opportunities as a Manager and community leader!**

**Medical and Dental benefits available!**

**Report to Executive Director and meet with other RM's every two weeks for support and team building!**

## Desired qualities

- Preference will be given to those who have at least 2 years direct experience as a manager within the social service sector and/or at least 5 years experience working with special needs populations (preferably autism or other developmental conditions)
- Post-secondary degree in a related area of study including:
  - Childhood Developmental Disabilities
  - Applied Behaviour Analysis
  - Child and Youth Care Work
  - Psychology, Counselling or Social Work
- Strong organizational and time management skills, along with the ability to stay on top of administrative duties is essential
- Cultural awareness and alternate languages are an asset!

## Required qualities

You MUST be able to provide the following:

- An amazing and positive personality!
- A stable and calm presence when under pressure or when others are experiencing crisis
- Ability to function independently, frequently under time pressure
- Ability to oversee, teach and coach staff positively
- A clear Criminal Record Check
- Willingness to obtain Emergency First Aid
- A reliable vehicle & a valid Driver's License with a clean driving record (Driver's Abstract)
- Car insurance, in your name with "Business Use"
- Basic computer skills and comfort with computers
- Daily home access to internet
- Able to make a one year commitment to your regional staff

## To apply...

Please visit [pivotpoint.ca/apply-now](http://pivotpoint.ca/apply-now) to complete your application today!



## Apply to Work With Us Today!

### Let's see if you caught that detail!

You can *ONLY* apply through our website, so please to go [PivotPoint.ca/Apply-Now](http://PivotPoint.ca/Apply-Now) and fill out our simple online application and tell us why you shine! :-)  
[www.pivotpoint.ca](http://www.pivotpoint.ca)

### Head Office Mailing Address

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**Scan and quickly jump to our website!**