



Job Posting

Manager, Mental Health and Substance Use Full-time (35 hours per week)

Unison Health and Community Services is a non-profit, community-based organization that serves neighbourhoods in North West Toronto. Operating out of five locations, Unison offers core services that include primary health care, counselling, health promotion, Early Years programs, legal services, harm reduction programs, housing assistance, adult protective services, Pathways to Education and Diabetes Education Centre. Unison's mission is working together to deliver accessible and high quality health and community services that are integrated, respond to needs, build on strengths and inspire change.

Unison is committed to working from an inclusive, pro-choice, sex positive, harm reduction, anti-racist, anti-oppression and participatory framework.

Unison Health & Community Services is seeking an experienced professional to join its team. Reporting to the Chief Executive Officer, the Manager, Mental Health and Substance Use will lead and manage mental health and substance use programs across all five sites at Unison.

Job-Specific Responsibilities:

- Ensures programs are staffed effectively and delivered optimally through recruitment, selection, training, productivity monitoring, and performance management of staff
- Develops appropriate partnership service delivery models to enhance mental health and substance use programs
- In partnership with the Senior Leadership team, leads the development of new funding proposals and coordinates existing reports to funders.
- Participates in team and cross-functional meetings and committees, initiatives and events to ensure alignment and maximize collaboration.
- Provides leadership for program planning, monitoring and evaluation, including data collection.
- Responsible for the technical/administrative support and system structures to ensure efficient operations within area of responsibility, ensuring staff have what is needed to provide optimal services.
- Coordinates the orientation, development and training of program specific staff.
- Coordinates the work and schedules of the team.
- Conducts regular team meetings
- Manages budgets related to programs and services in scope
- May represent the organization and the specified program team on networks/coalitions.

Key Knowledge and Skills:

- Masters degree or a combination of educational preparation and applicable experience in areas within scope
- Demonstrated knowledge and experience in the development of mental health and substance use programs.
- Demonstrated knowledge and experience in harm reduction, recovery models and counseling models
- Knowledge of issues affecting communities facing barriers to access in an urban environment.
- Skill and experience in leadership, teamwork/team building and conflict management.
- Knowledge of program/service development, implementation, monitoring and evaluation.
- Experience serving Unison's priority populations (seniors with complex needs, people with mental health and addictions, LGBTTQ+, and youth facing barriers).

Interested candidates are asked to email a résumé with covering letter by 9:00 a.m. on Friday June 2, 2017 to:

Hiring Committee – Manager, Mental Health and Substance Use
Unison Health and Community Services

hirings@unisonhcs.org

Please cite UN_2016_011 in the subject line of the email

We welcome applications from people who are reflective of the diverse communities we serve, including those who might need accommodation.

Where needed, accommodations for applicants with disabilities will be provided, on request, to support their participation in all aspects of the recruitment process.

While we thank all applicants for their interest, only those selected for interview will be contacted.