



# Manager of Integrated Programs

FT - 2 Year Contract Role

Location: Hamilton & St. Catharines

Salary Range: \$70,000 - \$80,000

## GENERAL ACCOUNTABILITES:

The Manager of Integrated Programs serves as a champion of the Vision, Mission and promotes an environment that is consistent with De dwa da dehs nye>s Aboriginal Health Centre's (DAHC) Statement of Values and Principles. The Manager of Integrated Programs reports directly to the Chief Operating Officer (COO).

## SUMMARY OF FUNCTIONS:

The Manager of Integrated Programs is responsible for ensuring the delivery of comprehensive, integrated care services to vulnerable Indigenous community members accessing the Hamilton and Niagara region Homeless Addictions Recovery Treatment (HART) Hubs. They will work with the other members of the leadership team and external partners involved in the hub to serve DAHC patients and participants effectively and efficiently through traditional and innovative approaches to service delivery.

The Manager of Integrated Programs will support a team of providers that will be integrated into the HART Hubs in Hamilton and Niagara.

## REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

### General Responsibilities:

- Responsible for initiatives as they relate to the Hamilton and Niagara HART Hubs
- Ensures the highest standards of culturally safe and appropriate clinical care
- Coordinates the work of the team alongside and in collaboration with external partners and internal team members
- Provides leadership and guidance with staff regarding difficult and complex cases (e.g. severe trauma, abuse, concurrent disorders)
- Provides ongoing individual and group clinical supervision sessions using a variety of clinical supervision models and intervention techniques
- Provides leadership in the identification of team needs and priorities for DAHC
- Assists in the development and management of budgets as required
- Participates in broad-based health planning through affiliation with appropriate organizations, colleagues, and institutions
- Ensure clear and consistent communication among team members
- Mediate conflicts and facilitate problem-solving discussions
- Establish and maintain key relationships with stakeholders, providing regular updates on program status

### HART Hub Program Development:

- Plan, implement and monitor the launch of DAHC's HART Hub services
- Work with partner organizations leading other HART Hub programs to support the development of integrated services
- Manage relationships with community partners and external stakeholders across multiple regions
- Oversee or lead the development of clearly documented program policies, procedures and practices
- Manage and monitor budget, funding agreements and required program reporting
- Support staff team development and onboarding to the new program

### Policy and Program Responsibilities:

- Monitors the Continuous Quality Improvement (CQI) of services by working closely with the Quality Committee. This includes monitoring overall quality of mental health and addiction services, the function of existing programs and promoting any necessary further development of new programs

- Provides input to the COO about existing mental health and addiction programs, including allied health programs

**Personnel Responsibilities:**

- In partnership with the COO ensures adequate levels of staffing to meet the needs of client care
- Ensures appropriate knowledge, skills and competence of all team members
- Partners with Human Resources and leads the recruitment of staff
- Supervise DAHC HART Hub team members; including orientation, performance management, development, training
- Ensure that staff, contractors, learners, and volunteers are knowledgeable about DAHC programs, policies, and procedures
- Responsible for supervision and Performance Management as outlined in the Human Resources Policies and Procedures

**STATEMENT OF QUALIFICATIONS:**

- Experience in the areas of Indigenous community health, mental health, addictions and homelessness
- A minimum of three years of leadership experience
- Bachelor of Social Work, Nursing, or related field; Master's Degree in Social Work/Nursing an asset
- Five (5)+ years clinical experience in mental health or addictions in a social service or health care setting
- Experience in community or program development
- Strong ability to collaborate
- Ability to support effective team planning
- Understanding and experience working with diverse communities
- Ability to collect and analyze data, including knowledge and experience with computer software applications
- Understanding and interest in current issues in Indigenous health
- Excellent organizational and time management skills
- Excellent interpersonal skills including strong oral and written communication skills

**INTERESTED APPLICANTS**

Please submit your resume and cover letter to: [humanresources@dahac.ca](mailto:humanresources@dahac.ca)

or

Attention: Human Resources  
Aboriginal Health Centre  
678 Main Street East  
Hamilton, ON L8M 1K2

Nya:weh / Miigwetch to all applicants. Only those selected for interviews will be contacted

Please note that **ONLY** complete applications with cover letter will be considered.

***Preference is given to candidates of Indigenous Decent.***

**100% Organization Paid Benefits**

- Health Benefits
- Employee Life AD&D Insurance
- Business Travel Life and Disability Insurance
- Dependent Life Insurance
- Employee Critical Illness Insurance
- Travel Accident Insurance
- Long Term (LTD) Benefit

**Retirement Benefits**

- Hospitals of Ontario Pension Plan (HOOP) with Immediate Eligibility

**Paid Time Off Benefits**

- 3 Week vacation to start
- Personal Days – 12 Annually
- Statutory and Organizational Holidays – 13 Annually