



Haldimand-Norfolk  
**REACH**

*supporting children, families, communities*

*Haldimand-Norfolk REACH is a multi-service agency, providing Autism & Behaviour Services, Child & Youth Mental Health Services, Developmental Services, Youth Services, Family Services, and several Early Learning Intervention & Care services including EarlyON Child & Family Centres and the Community Action Program for Children.*

*H-N REACH serves as the Lead Agency for Haldimand-Norfolk Child & Youth Mental Health Services, Coordinated Service Planning and the Student Nutrition Program in the Hamilton/Niagara Region. Through our Contact Unit, the agency serves as the single point of access for a variety of children's services.*

*H-N REACH is recognized as a local leader in community education, advocacy, inter-sector collaboration and Community Service Planning.*

## **DIRECTOR OF SERVICES - CHILD, FAMILY & ADULT INTERVENTION**

*Full-time, Permanent, Salaried*

Reporting to the Executive Director, this position provides oversight to and the coordination of service planning, quality enhancement, service coordination and community planning functions of the Child & Youth Mental Health Services, Youth Services, Developmental Services, Union House and Family Services Units of H-N REACH. This position also serves as the operational lead for CYMH Lead Agency requirements.

### **Duties General:**

- To provide support to the Executive Director in the overall leadership and management of the organization
- To assist in the implementation of Board Strategic Directions and End Policies
- To assume a leadership role in specific agency-wide initiatives as assigned
- To participate as an active member of the Executive Team.

### **Duties Related to the Executive Team:**

- To develop, implement and oversee an agency-wide Continuous Quality Improvement Plan
- To research and develop agency-wide continuous quality improvement measures
- To develop, implement and oversee an agency-wide community messaging and community relations plan
- To develop, implement, coordinate and oversee an agency-wide plan for funding and grant applications
- To research, develop and draft position papers for management team and agency
- Lead Project Teams as assigned.

### **Qualifications:**

Candidates who possess the following qualifications are invited to apply:

- Master's level degree in Social Work, Psychology or related field
- Several years demonstrated experience in senior managerial roles with progressive increases in responsibility
- Significant senior experience in the areas of community development, strategic planning, administration, service coordination, and budgeting
- Extensive experience in the fields of children's mental health and/or developmental services and/or adult services
- Excellent computer skills including data base applications
- Excellent organizational, administrative, verbal and written communication skills
- Well-developed report writing, data collection and analysis skills
- Valid driver's licence, \$2 million vehicle liability insurance, clear driver's abstract (3 year record), and use of a vehicle
- Vulnerable Sector, Criminal & Judicial Matters Record Check and Children's Aid Society Declaration/Release
- Proof of full COVID-19 Vaccination Status or Medical Exemption.

**Please submit a letter of interest & resume in confidence by January 31<sup>st</sup>, 2022 to:**

Leo Massi, Executive Director

**Haldimand-Norfolk REACH**

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