

**...Every Child and Youth living life at their full potential.**

At Grandview Children's Centre, we provide family-centred paediatric assessment, treatment, rehabilitation services and specialized programs, services and supports to children and youth with communication, physical and developmental needs and their families. We are dedicated to inspiring possibilities, fostering development, growth and personal achievement for the children and youth, their families and for our staff members. Our team-oriented approach supports our staff to collaborate, share ideas, and work with a variety of professional disciplines in a stimulating environment with an exceptional variety of opportunities in the field of paediatric rehabilitation.

The next five years will be a period of unprecedented growth as we work on a major capital expansion for our new facility.

If you are looking for a career that offers personal and professional rewards, a once in a lifetime expansion project and makes a real difference and impact the lives of others, then Grandview Children's Centre is the place for you! We are now accepting applications for the following position:

**Clinical Manager**

- Full Time Contract - 37.5 hour per week
- Commencing January 2021 to February 2022

Under the general direction of the Director of Clinical Services, the Clinical Manager is responsible for overseeing the development, delivery and evaluation of assigned programs and services; providing support to staff by assisting with the planning and coordinating of the day-to-day clinical activities and directions in a manner that is consistent with Grandview Children's Centre's goals and priorities; performing routing administrative responsibilities, workload coordination and management; providing support to and performance management of staff; provides guidance for clinical decision-making; promoting clinical management best practice; supporting Program/Centre efforts in Quality Improvement and accreditation activities as required; promoting and enhancing child and family services within the community, maintaining a safe work environment and performing other related duties as assigned

Specific responsibilities include but are not limited to:

- Overseeing the development, delivery and evaluation of assigned programs and services by assessing program/service needs; determining program priorities, which address client and family needs in congruence with Grandview's strategic plan, and communicating them to the Director of Clinical Services.
- Developing and implementing an annual planning process; overseeing implementation of programs according to the established plan; and monitoring and reporting on activities, outcomes and indicators of success.
- Providing support to staff by assisting with the planning and coordinating of the day-to-day clinical activities and direction, including coordinating and assigning various clinical activities, helping identify and coordinate educational requirements; participating in recruitment and selection; assist with clinical issues; supporting program subcommittees, and understanding the Collective Agreement.
- Performing routine administrative functions; identifying the need for specific equipment and resources; assisting with budget activities and coordinating capital grant requests.
- Assisting with workload management by responding to phone inquiries of clients and families; assigning and transferring cases between therapists and programs; approving staff schedules, vacations, sick time etc.; and assigning various workload activities.
- Providing guidance for clinical decision-making by developing eligibility and admission criteria for involvement in specific services, with input from key stakeholders; providing input to the development of clinical pathways; ensuring clinical team provide service in a way that is consistent with Grandview's mission vision and values.
- Maintaining professional affiliations and memberships in related associations and organizations

You have a Masters' degree, or equivalent, in Physiotherapy, Occupational Therapy, Speech-Language Pathology, Audiology, Social Work, Applied Disabilities Studies, Psychology, or in a related field from a university of recognized standing, and curriculum, which includes infant or child development, health care or health administration, and ideally applied behaviour analysis principles. Current registration with the relevant regulatory College, Certification Board or Professional Association required.

You have 5 years relevant experience, working with families, individuals, and community agencies. You have experience in program planning, development, documentation, coordination, management and evaluation. You have demonstrated evidence of exceptional interpersonal and leadership skills. Experience leading organizational change initiatives an asset.

You have a deep commitment to family centred care, and a passion for working with others to support children to achieve their personal best. You are a superior communicator, both written and verbal with exceptional organizational and time management skills. You possess excellent interpersonal skills, and work effectively with all levels of staff,

**Please forward your resume, specifying “Clinical Manager” in subject line no later than January 19, 2021 to:**

Human Resources Manager

Grandview Children’s Centre, 600 Townline Road South, Oshawa ON, L1H 0C8

Website: [www.grandviewkids.ca](http://www.grandviewkids.ca) E-mail: [careers@grandviewkids.ca](mailto:careers@grandviewkids.ca)

Grandview Children’s Centre aims to be deliberate in our consideration of diversity, defined as differences in race, colour, place of origin, religion, immigrant and newcomer status, ethnic origin, ability, sex, sexual orientation, gender identity, gender expression, and age. Recognizing and valuing diversity and equity must be accompanied by concerted efforts to ensure the inclusion of diverse and underrepresented populations, meaning that individuals must be and feel valued, respected and equally supported. We invite applicants in the above defined areas to apply.

Grandview Children’s Centre is committed to complying with all applicable standards as set out in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). If you have accessibility needs and require alternate formats or other accommodations please contact us.

*We thank all applicants. Only those selected for an interview will be contacted.*