



*Every child and youth living life at their full potential*

## **About Grandview Kids**

Grandview Kids provides an array of specialized programs, rehabilitation services, and outpatient clinical treatments to children and youth with physical, communication, and developmental needs. Programs and services – which are delivered at the Centre, in the community, at schools, and in-home – include: medical consultation, assessment, and diagnosis; audiology, autism support; complex care program; occupational therapy; physiotherapy; respite services; social work; speech-language pathology; therapeutic recreation; and family engagement. Grandview Kids actively participates in research to support innovation in rehabilitation science, to advance organizational capabilities, and to better serve caregivers and the developmental needs of their children and adolescents. As an organization, we are dedicated to inspiring possibilities, fostering development, and supporting growth and personal achievement with our clients, caregivers, and team members. Through a collaborative, multi-disciplinary approach, members of Team Grandview strive to provide culturally-safer, inclusive, and innovative evidence-informed care that meets the unique needs of each client.

Grandview Kids is now accepting applications for the position of:

### **Clinical Manager (Contract Full-Time)**

- 37.5 hours per week (1FTE)
- January 2, 2024 – December 20, 2024
- Hybrid

Under the general direction of the Director, 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 Kids' 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.

### **Responsibilities**

Specific responsibilities include but are not limited to:

- Overseeing the development, delivery and evaluation of assigned programs and services by assessing program/service needs and determining program priorities, which address client and family needs in congruence with Grandview Kids' strategic plan, and communicating them to the Director, Clinical Services.
- Developing and implementing an annual planning process and 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
- Assisting with clinical issues, supporting program subcommittees, and providing guidance on the application of the Collective Agreement.
- Administrative functions and 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, families and staff;
- 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 and 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
- Paediatrics Rehabilitation experience is an asset

## **Qualifications**

- 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.

- 5 years relevant experience, working with families, individuals, and community agencies.
- Experience in program planning, development and implementation, documentation, coordination, management and evaluation.
- Demonstrated evidence of exceptional leadership and people management skills.
- Experience leading organizational change initiatives an asset.
- Excellent interpersonal skills, and work effectively with all levels of staff,

You have a deep commitment to client and 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 have the ability to work flexible hours outside of normal work hours, and possess a valid Ontario driver's license, insurance and access to a vehicle, or have efficient and reliable transportation. You have a deep commitment to family-centred care and a passion for working with others to support children to live life at their full potential.

## How to apply

Please forward a cover letter **clearly stating Clinical Manager Job 23.69** and outlining your interest and a resume or curriculum vitae to [careers@grandviewkids.ca](mailto:careers@grandviewkids.ca) by December 1, 2023 at 5 p.m. EST. Please address your correspondence to:

Human Resources

Grandview Kids

600 Townline Road South

Oshawa, ON L1H 0C8

## Our commitment to belonging

Grandview Kids 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.

Please note that all prospective Grandview Kids employees are subject to mandatory immunization requirements, including full and ongoing COVID-19 vaccinations, as a condition of obtaining and maintaining employment. We will make accommodations based upon documented medical or creed exemption in accordance to the Ministry of Health and

the Ontario Human Rights Code. Accommodations are made through consultation with Human Resources. Please contact us should you require any accommodation throughout this process.

Grandview Kids 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 let us know.

## Land acknowledgement

Grandview Kids is situated on the traditional territories of the Missisaugas of Scugog Island First Nation. We acknowledge the lands, waters, and people who have come before us, including the Algonquin, Objíway, Odawa, and Pottawatomi. This land, covered under the Williams Treaty, is home to many Anishinaabeg people. We commit to listening and learning the truth as we move together toward reconciliation.

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