

# INTERNAL/EXTERNAL ADVERTISEMENT

## COCHRANE TEMISKAMING RESOURCE CENTRE

### ANNOUNCES A VACANCY FOR:

#### **#25-11 (1) Full Time MANAGER, PSYCHOLOGICAL, SPEECH & LANGUAGE SERVICES AND INFANT & CHILD DEVELOPMENT PROGRAM - 10 Month Contract**

The Cochrane Temiskaming Resource Centre (CTRC) is seeking a Manager for the professional resources team including professional delivering of psychological services, speech and language services and infant and child development program services. The Manager would join the team in Timmins however travel to other service communities is required.

CTRC is a regional developmental services provider offering programs across the Districts of Temiskaming and Cochrane including coastal communities along James and Hudson Bay. The successful candidate will work collaboratively within a multi-disciplinary team to develop and maintain optimum standards of the infant and child development program, speech and language services, psychological services, specialized accommodations and support other professional resource team programs as required

The Manager will maintain optimum standards for services. They will work with the Director of the Professional Resources Team. They will ensure and facilitate a positive working relationship with other agencies, maintain statistics, hold staff meetings, facilitate access to relevant conferences and seminars as the budget allows, attend to Human Resource issues that may arise (e.g., evaluations, staff orientation, staff recruitment, recommending promotions, leaves and discipline matters) in collaboration with the HR department. The Manager will discuss cases on a regular, pre-arranged schedule and be available to staff on a consultative basis.

The manager will also support administrative and operational aspects of the ICDP, Speech and Language Services, Psychological Services and Specialized Accommodations activities.

The Manager must perform clinical duties of the ICDP program by: providing clinical and case conceptualization and direction via regular supervision to staff, participate in and directing the work of the staff in the specified areas of child and infant development read all reports prepared by ICDP consultants before they are transmitted to others and monitor individual and family service plans for clients.

***Full-Time employees are offered a defined pension plan with the Healthcare of Ontario Pension Plan (HOOPP) and are enrolled from hire date.***

**Wage:** \$38.57 – 45.11 per hour

**Hours of Work:** 75 hours/2 weeks

#### **Requirements**

A Master's degree in one of the human services. Knowledge in areas applicable to infant, child and adult development and mental health, pediatric neurology, language development, psycho-social development. Training and experience in the administration of standardized and functional assessments. Knowledge of psychometric and screening tools. Ability to facilitate various training modules. Demonstrated administration, organization and supervision ability. Ability to operate a computer and various software programs. Bilingualism an asset. The use of a vehicle and possession of a valid driver's license is essential. Those possessing an acceptable combination of education and training may be considered. **Double vaccination against COVID-19 is mandatory.**

**INTERESTED, QUALIFIED PERSONS ARE INVITED TO SUBMIT AN APPLICATION TO:**

**COCHRANE TEMISKAMING RESOURCE CENTRE**

**c/o Human Resources**

**View our Website at [www.ctrcc.on.ca](http://www.ctrcc.on.ca)**

**Posted on: January 28, 2025 @ 4:15 pm**

**Closing date: February 11, 2025 @ 4:15 pm**

***CTRC respects and values a diverse, inclusive, and equitable workplace. We are committed to a non-discriminatory approach that provides equal employment opportunities for everyone.***

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

***Please advise should you require accommodations during the Interview.***

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