



**The Corporation of the City of Brantford
Community Strategies & Family Supports Department requires**

Manager of Childrens Services

Job ID #2129

Situated on the picturesque Grand River, the City of Brantford is a rapidly growing community of over 100,000 residents, located in the heart of Southern Ontario with direct access to Hwy. 403 and is in close proximity to the GTHA, Waterloo and Niagara regions. As a single-tier municipality, Brantford is responsible for the full spectrum of municipal service areas. We invite you to join our #TeamBrantford corporate culture with many progressive initiatives, including our hybrid work environment (within 200 km of the City of Brantford boundary). The City is committed to the professional development of our staff and invite you to come, grow with us!

Reporting to the Director of Community Strategies and Family Supports, the Manager of Children's Services and Early Years Programs provides strategic leadership and administration to a multi-disciplinary team responsible for the co-ordination of a broad range of activities and services related to the planning, development, management, integration, and capacity building of the Licensed Child Care and Early Years System in the City of Brantford and the County of Brant. The Manager of Children's Services provides leadership to the direct delivery of a Child Care Fee Subsidy program and the Healthy Kids Community Challenge respectively and support to Child Care and Early Years System service partners and providers and liaises and plans with broader community partners including Parents, School Boards, Public Health, Community Colleges, the Ministry of Education, Consolidated Municipal Service Manager Colleagues, and the Ontario Municipal Social Service Association. The Manager is responsible for the development and maintenance of a local Child Care and Early Years Service Plan that identifies and speaks to community needs, and articulates strategies to meet identified service demands, local system policies, procedures and best practices, that are in keeping with applicable legislation, provincial guidelines and City policy. The Manager collaborates with Corporate and Community Programs and Social Development divisional colleagues to identify, explore, and recommend potential opportunities for integration activities, providing leadership to implementation as approved.

QUALIFICATIONS

- A degree in Social Sciences, Health, or Public Administration or a related discipline pertinent to job functions, or equivalent.
- A minimum of five (5) years experience in the Municipal / Provincial / public sector in progressively responsible positions in the areas of social services administration/ community development, and project management in human services or other related areas, including two (2) years experience as a Manager in Human Services / Social Services sector or similar position.
- Experience in leading and implementing change and demonstrated competencies in community development in collaborative multidisciplinary arena.
- Knowledge of, and demonstrated ability in the following competencies including but not limited to: customer service, excellent verbal and strong written communication skills, team work, initiative/self-management, accountability, and flexibility and adaptability.
- Experience in the supervision of staff and the administration of employment policies and collective agreements.

- Experience and demonstrated competency in systems planning and forecasting, contract management and financial accountability as well as developing and assessing measurable outcomes and oversight.
- Registered with the College of Early Childhood Educators would be considered an asset.
- Highly developed analytical, organizational, problem solving and business planning skills to interpret and apply relevant legislation, policy and procedures; analyze political, socioeconomic and research trends with a proven track record for long-term visioning and big picture thinking.
- Highly effective leadership, facilitation, communication, presentation, interpersonal and organizational skills with the ability to manage competing demands.
- Demonstrated ability to effectively manage a multi-disciplinary team in a results oriented environment.
- Current and detailed understanding of the policy environment and government operations.
- Solid working knowledge of current research and best practices relating to child development, continuous quality improvement approaches and high quality standards for early learning and child care environments.
- Knowledge of management theory, organizational behaviour, and program effectiveness.
- Computer proficiency in Word, Excel, Internet, and Database applications.
- A working knowledge of the Ontario Child Care Management System (OCCMS) would be considered an asset.
- A high-level understanding of the purpose/function of other Community Services and Social Development divisions as well as other relevant City services.
- Proven ability to contribute meaningfully to the strategic and business planning processes and direction of the organization.
- Excellent written and verbal communication skills, facilitation skills, and presentation skills. Highly developed interpersonal skills with ability to interact effectively at all organizational levels.
- Sound knowledge of Community Programs and Social Development programs, related municipal policies and procedures, by-laws and relevant legislation including the Child Care and Early Years Act, Occupational Health and Safety Act, contractual Ministry obligations and applicable policies.
- Must possess a valid Class G Driver's License.
- Criminal reference check with vulnerable sector clearance.
- IMS 200 Certification or equivalent (ICS200) is considered an asset. Subject to course availability, certification must be achieved within the first year of employment.

WAGE/SALARY RANGE: \$57.87 to \$72.34 per hour plus benefits.

To apply on-line, please visit the City of Brantford website at <https://careers.brantford.ca/> and click on **Current Opportunities**.

Closing date for applications: **Thursday, July 25, 2024, at 4:30 p.m.**

Information gathered relative to this position will only be used for candidate selection.

We thank each applicant for taking the time and effort to submit your resume, however, only candidates to be interviewed will be contacted.

Our organization is committed to promoting the independence, dignity, integration, and equality of opportunity of persons with disabilities by ensuring the accessibility of our facilities and services. Accommodations are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance.