



**JOB OPPORTUNITY:**  
**Fort Frances Location**  
***EMPLOYMENT SUPERVISOR—2 YEAR CONTRACT***

Community Living Fort Frances and District is a non-profit charitable organization that has a proud, caring team of professional staff, participants, families and volunteers, who are dedicated to providing quality supports and service to people with developmental disabilities and their families, located in Fort Frances and District, through opportunities for personal growth and community involvement.

We are currently accepting application for a Full Time Supervisor 40 hours per week, Monday to Friday. This is a contract position.

The Supervisor will be responsible for supervising assigned Developmental Services Professionals who provide direct care to the individuals we support. Experience in employment supports is considered an asset.

The incumbent must possess a two year diploma or university degree in Developmental Disabilities or related field, a minimum of 2 years supervisory experience is an asset. Experience in the field of Developmental Disability is essential. Excellent communication skills required include; oral, written and presentation. Experience in a unionized environment and conflict resolution skills.

You must possess an excellent working knowledge of Microsoft Office, be proficient in data entry and keyboarding with a major focus on attention to detail, have exceptional time/priority management skills, the ability to multi-task, excellent oral and written communication and work well independently as well as in a team.

A Vulnerable Sector Check is required.

Must have and maintain a valid Ontario driver's license and use of personal vehicle is mandatory.

INTERESTED APPLICANTS ARE INVITED TO SEND A LETTER OF INTEREST ALONG WITH A DETAILED RESUME TO:

**COMMUNITY LIVING FORT FRANCES & DISTRICT**  
**C/O HIRING COMMITTEE**  
**P.O. BOX 147**  
**FORT FRANCES, ON P9A 3M5**  
**PHONE: 807-274-5556**  
**FAX: 807-274-5009**  
**[interview@clfortfrances.com](mailto:interview@clfortfrances.com)**  
**DEADLINE: THURSDAY, NOVEMBER 26, 2020 AT 4:00 PM**

PLEASE CONTACT HUMAN RESOURCES FOR A FULL JOB DESCRIPTION  
*We thank all applicants for their interest, however; only those being considered for an interview will be contacted.*