



Inspire Community Support Services is a non-profit, multi-service community-based agency.

The agency is currently looking to fill a temporary 2 day per week contract (6 months) Case Manager position to join the department of Development Services for Adults. This position will work out of our main office in Cornwall and travel may be required. The hours of work are from 8am – 4pm. This position is compensated at an hourly wage determined by the existing Collective Agreement.

Position Title: **CASE MANAGER**

Reporting Relationships: Reports to the Director – Developmental Services for Adults

Position Summary:

The Case Manager provides case management support and individualized service planning to promote and support adults with a developmental disability to live within the community and to achieve their maximum potential. This program fosters independence that provides the client with the tools necessary to manage their own lives with support, consisting of both natural and social service supports.

Education/Knowledge:

The minimum level of education required to fulfill the core requirements of this position is completion of a university degree in social sciences. Knowledge of the principles of case management, demonstrated time management and organization skills are required. Working knowledge of relevant legislation in support of people with developmental disabilities. Must possess well-developed skills including but not limited to diplomacy, assessment, prioritization, documenting, analytical and reasoning skills, teamwork and confidentiality.

Experience:

The position requires more than 3 years previous work experience in community and social services case management and/or program delivery ideally in the developmental services sector.

All interested parties are invited to submit their resume and cover letter to the attention of Lisa Waldroff, Director of Finance, Human Resources & Administration, via email at lwaldroff@inspire-sdg.ca no later than **4:00 PM on Wednesday October 13th, 2021**.

Inspire Community Support Services is committed to Employment Equity. We welcome diversity in the workplace and encourage applications from all qualified individuals including members of visible minorities, aboriginal persons, and persons with disabilities. We comply with the AODA (Accessibility for Ontarians with Disabilities Act) and will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities. Applicants need to make their accommodation needs known when contacted.

We thank all applicants for their interest, however, only those under consideration will be contacted.