



Project Manager- Integrated Youth Services Job Description

Department: Youth Services

Reports to: CEO

Number of positions: One (1), 12-month contract

Hours: 35 hours per week (FTE)

Wage: \$34-\$38/hr

Languages: English

Education: College or University degree is preferred. Minimum of 4 years of experience in the construction industry, real estate development or related fields. Minimum two (2) years' experience leading projects required, preferably within health care and/or mental health & addictions

The YMCA of Cumberland is one of 7 lead agencies for the new Integrated Youth Services site, which will be in Amherst, Nova Scotia. This program is being launched with local coalition partners and funded through the IWK Foundation and the Department of Community Services. This site is unique in its approach with clinical and social support services in one program. As the Project Manager, the IYS site will require planning, communication, timeline development and progress reporting. A site location has been identified, and the Project Manager will be responsible for completing the site implementation.

Part of the program development for the IYS site will also include community engagement, coordinating caregiver and youth advisory councils, and implementing feedback from all forms of engagement. This information is critical to the successful development of the IYS site as it will be designed for youth and operate with the needs of the youth in the forefront, using a holistic approach to program development.

The Project Manager will also be responsible for hiring clinical and support staff for the IYS site and help develop recruitment strategies. This will be in conjunction with IWK practice standards and may include coalition partners' support.

Security and Safety: Bondable, Criminal record check, Child abuse registry check, Driver's validity licence check

Transportation/Travel Information: Own vehicle, Willing to travel, Valid driver's licence

Personal Suitability: Excellent oral communication, Judgement, Excellent written communication, Initiative, Effective interpersonal skills, Team player, Client focus, Flexibility

Additional Skills: Administrative and office activities, Research techniques

To apply, please email your cover letter and resume to administration@cumberland.ymca.ca

We appreciate all applications, however, only those selected for an interview will be contacted.