

Community Living Renfrew County South

Manager of Supports and Services

6-Month Contract | Beginning February 2026

Location: Renfrew/Arnprior, Ontario

This posting is for an existing vacancy.

About Our Organization and the Position

Community Living Renfrew County South is a non-profit organization that is committed to “empowering people to live the life they want through choice.” Community Living Renfrew County South supports adults with developmental disabilities and envisions a community where all people are recognized as full citizens, live in a state of dignity, have the right to choose, and are supported to reach their full potential.

We’re seeking a Manager of Supports and Services for a 6-month contract. Hours: Monday to Friday, 40 hours per week, with occasional evenings, weekends and overtime as required. This is a management position and is not part of a collective bargaining unit.

Compensation

- Hourly rate of \$30.82

Key Responsibilities

- Manage, plan and monitor assigned programs
- Ensure compliance with Ministry and agency policies, standards and legislation including participation in audits
- Collaborate with people supported, families and community partners
- Provide leadership through staff supervision, training, performance management and development
- Guide, develop and monitor service quality and continuous improvement
- Manage program budgets and monitor financial performance
- Manage and oversee program scheduling, including time and attendance management to support staffing, employee management, and payroll processes
- Share responsibility for organizational support through 24/7 support line system

Qualifications

- Community College Diploma in Social/Human Services or related field or Undergraduate degree from a recognized university in the Social/Human Services field or related field
- At least 5 years’ experience in a community-based organization and working with people with developmental disabilities
- Supervisory/management experience is an asset
- Experience working in a unionized workplace

- Strong leadership and communication skills

Other Requirements

- Valid driver's license
- vulnerable sector police check
- Flexible hours as needed

How to Apply

Submit a resume and cover letter to **lipirie@clrcs.com** by **January 30, 2026**.

Title your email: Manager Position-Contract. All applicants will be acknowledged, but only those selected for an interview will be contacted. This post will remain active on our website www.clrcs.com until our search process is completed.

Community Living Renfrew County South is an equal opportunity employer. Accommodations are available on request and will be in a fair and objective manner and will ensure that all applicants are treated with respect and dignity.