

**Burnaby Association for Community Inclusion – Adult Services**  
**Residential Manager**

The Burnaby Association for Community Inclusion (BACI) is a grass-roots and Disability Confident organization that supports people with disabilities throughout the Greater Vancouver area to live a 'good life' from birth to death.

**Vision:** *A society that includes all people*

**Mission:** *We create places where people of all ages can...connect with family and friends, achieve hopes and dreams, learn and grow, have choices respected, access quality supports and services and believe in and advocate for the rights and responsibilities of everyone*

***BACI is seeking an individual who is innovative, hard-working, experienced, organized, and truly embraces the values and practices of person-centred planning and thinking to oversee our staff-supported homes located in Burnaby.***

**The successful candidate must demonstrate the following qualifications:**

- Knowledge of, and experience with, the tools, skills, and values of person-centred planning
- Strong belief in, and ability to develop, personalized services
- Develop strong and positive relationships with all stakeholders, especially the individuals receiving services and their support networks
- Ability to mentor and supervise a large supervisory team and all employees working in the programs
- Ability to implement the Association's policies and procedures
- Ability to implement the Human Resources & Quality Assurance systems within the organization
- Ability to work on the leadership team, participate in the development and implementation of the strategic plan, and promote a culture of learning within the programs and services
- Strong communication skills, including written and verbal; promote and demonstrate open and positive communication with all areas of the organization
- Ability to work with a variety of community partners, funders, and supports
- Be responsible for the overall maintenance of all residential premises
- Ensure that health and safety regulations, including licensing requirements, are maintained in all residences and programs
- Ensure the overall operations of the residences and programs
- Ability to respond quickly and support emergency situations
- Demonstrate good judgment and problem-solving, strong leadership, and ability to think critically
- Passionate about, and committed to, the values of community inclusion and belonging

**Credentials:**

- Related degree
- Minimum of 3-5 years of experience supporting adults with developmental disabilities
- Minimum of 3-5 years of experience managing community-based programs and supports
- Demonstrated superior ability to communicate effectively, both verbally and in writing
- Demonstrated ability to work independently but within a team setting
- Experience in budget preparation and financial management
- Clear Criminal Records Search
- TB test clearance
- Physician's letter stating the prospective employee's health is sufficient for the job
- Valid B.C. driver's license and an insured vehicle.

This position reports directly to the Senior Manager of Adult Services. Compensation will be negotiated based on a combination of education, experience, and overall suitability.

Please forward resume and cover letter attention to **Tanya Sather, Executive Director at [hr@gobaci.com](mailto:hr@gobaci.com)**  
**Closing date is July 19<sup>th</sup>** – only prospective candidates will be contacted.