

## ***Community Inclusion Supervisor #2026-025***

**Location:** Based in Vanderhoof and serving Fort St James & Fraser Lake, BC

**Vacancies:** 1

**Hours of Work:** 30 hours per week, 6hrs per day, Monday to Friday, 8:30am to 2:30pm, unless otherwise required by programming or client service delivery.

**On call** to handle employee work schedules and emergencies. Typically, each management team member is on the on-call schedule for one week every 8 weeks.

**Opening Date:** June 29, 2026,

**Closing Date:** Until Filled

**Start Date:** As Soon as Possible

**Salary:** \$42.96 to \$49.82, Excluded Wage Grid

### **Job Summary**

The Community Inclusion Program Supervisor provides direct supervision and operational oversight to frontline staff working within Community Living BC (CLBC) funded programs and the Homeless Outreach and Prevention Program (HOPP). CLBC programming enhances the lives of individuals with diverse abilities by supporting physical, economic, vocational, recreational, social, emotional, and daily living skills. The HOPP program assists individuals who are homeless or at risk of homelessness by connecting them with housing, income assistance, and community-based supports.

The Community Inclusion Program Supervisor is responsible for the effective delivery of services through staff supervision, coaching, scheduling, recruitment, training, performance management, case consultation, and operational oversight. The Supervisor ensures employees have the training, resources, and support required to provide quality services and that program outcomes are achieved in accordance with contractual, organizational, and regulatory requirements.

### **Qualifications & Experience:**

- Diploma or Bachelor's Degree in Human Services, Social Work, Community Support, Psychology, or a related field
- Programming, planning & staff administration skills
- Intermediate Computer Skills (moderate understanding of operating systems, word processing, graphics, spreadsheets, databases, virtual technology working)
- Or other qualifications determined to be reasonable and relevant to the level of work
- Three (3) years recent related experience, including one (1) year supervisory or administrative experience.
- Knowledge of relevant socio-historical events relevant to Indigenous culture.

### **Required:**

- Valid class 5 driver's license & satisfactory driver abstract
- Criminal Record Check clearance

### **Your Skills & Abilities**

- The ability to function independently, and frequently under pressure, while managing multiple projects and deadlines, including participating in, resolving and effectively managing stressful and emergency/crisis situations is an ongoing expectation.
- Participates at meetings, conferences, and other events may involve long work days and/or evening/weekend work.

#### **Vanderhoof**

PO Box 1249, 157 W. Victoria St.  
Vanderhoof, BC V0J 3A0  
**Phone:** 250-567-9205  
**Fax:** 250-567-3939

#### **Fort St. James**

PO Box 1146, 349 Stuart Dr.  
Fort St. James, BC V0J 1P0  
**Phone:** 250-996-7645  
**Fax:** 250-996-7647

#### **Fraser Lake**

298 McMillan Avenue  
Fraser Lake, BC V0J 1S0  
**Phone:** 250-567-9205  
**Fax:** 250-567-3939

- Well-developed interpersonal, oral and written communication skills
- Good organization, time, and general management skills
- Ability to work effectively with other professionals in the agency and in the community.
- Must be sensitive to and respectful of cultural differences, differences in socio-economic status and lifestyle diversity. Must be non-judgmental.

### **Our Commitment to You:**

We make significant investments in our people, which is why we take great care to hire those who we believe will thrive at Connexus. As a Connexus Team member, you can expect to be treated with dignity and respect, to be challenged with your work, and to have the autonomy necessary to excel.

- Benefits: Extended Health, Dental, Pension Plan, Paid Sick Days, LTD, Vacation 4 weeks + more
- Interesting and relevant training and development opportunities

### **How to Apply:**

Please send a cover letter of interest and current resume outlining your skills and qualifications for the position and include the job posting number:

email: [careers@connexus.ca](mailto:careers@connexus.ca)