



EAP Manager

K3C Community Counselling Centres is an accredited non-profit Family Service agency requiring a seasoned professional to provide clinical and workplace support to our individual and corporate clients. The incumbent will lead and supervise the clinical team, manage the business operations of the program, and provide a variety of workplace interventions including mediation, management consultation & coaching, trauma debriefings, and wellness program supports. If you are a clinician with business acumen and excellent interpersonal skills, we would like to hear from you.

Qualifications:

- MSW or equivalent graduate degree
- Registration with OCSWSSW or equivalent professional body
- Knowledge and experience in providing clinical service within a short-term model
- Experience in leading group presentations, providing management consultation and critical incident stress debriefings
- Business training in one or more of the following areas: human resources, occupational health & safety, wellness, sales, marketing, organizational development, customer service
- Familiarity with organizational behaviour, corporate culture and workplace restoration services, including assessment and implementation of individual and team interventions
- Familiarity or experience in proposal writing, providing workplace mediation and management coaching
- Demonstrated leadership and supervisory skills
- Diplomacy, tact, ability to navigate and problem-solve complex and competing interests
- Excellent interpersonal skills
- Commitment to the highest standards of professionalism, ethical practice and confidentiality
- Ability to form effective working relationships with all stakeholders, including clinicians, network partners, and corporate clients

Some evening work and out-of-town travel is required.

Please apply in writing, by fax or e-mail by December 19, 2011 to:

Executive Director
K3C Community Counselling Centres
417 Bagot St
Kingston, ON K7K 3C1
E-mail: hr@k3c.org
Fax: 613-544-8138
www.k3c.org

K3C thanks all who express interest, however only those candidates viewed as most qualified will receive a response.