

Competition: 2026 Manager Full-Time Cluster

AiMHi is hiring a Full Time Manager for Supportive Cluster (Female) - Prince George, BC.

Location: AiMHi Main Office 950 Kerry Street

Closing Date: Open until Filled

Position Type: Regular Full-Time

Salary: \$76,419.20 to \$81,993.60

About AiMHi

AiMHi is the north's largest Community Living Agency and has been serving our community since 1957!

We have 500+ dedicated, hard-working and caring employees that provide support, advocacy and services to people with developmental disabilities and children with special needs.

Our culture empowers all people—both those we support and those we employ—to live their best lives at work, at home, and in the community. We strive to create strong, inclusive communities that recognize and celebrate the value of all citizens.

Supported Living Cluster

- Supportive Living Cluster focuses on the unique needs of Indigenous women living high-risk lifestyles, including dealing with substance use, violence and other behavior which require support in Trauma-Informed Practice and Cultural Safety.
- The Cluster provides support to women who are/may be experiencing daily challenges due to the impact of intergenerational trauma. People may engage in behavior that is deemed to place them "at risk" therefore the service must proactively focus on positive behavior techniques, building skills and supporting meaningful relationships with people and their family and/or support networks in the Prince George area.

Role of the Manager

- Accountable for providing effective leadership, operational oversight, and quality assurance across assigned departments and services.
- This role ensures people supported experience meaningful, safe, and fulfilling lives—living their best quality of life in the ways they choose.
- Ensures the agency is compliant applicable legislation, regulations, and standards, including but not limited to: CARF, the Residential Care Act, Funder obligations (MCFD, CLBC), employment standards, collective agreements, and WorkSafe legislation.
- Promoting environments where people supported can truly live their best lives, with dignity, joy, and the freedom to make choices about how they live, participate, and engage in their communities.
- Leading and supporting employees to do their best work through strong supervision, coaching, and performance management, fostering a positive, respectful, and supportive work environment where employees are skilled, accountable, and aligned with person-centred values and high-quality service delivery.
- Providing leadership during critical incidents, including taking charge of situations, making timely and sound decisions, coordinating with professionals, and attending RCMP, hospital, or other professional supports as required.

- Maintaining ongoing, respectful, and collaborative communication with families and personal support networks.
- Identifying, managing, and mitigating risk in ways that balance safety with dignity, choice, and positive risk-taking.
- Providing oversight to 1–3 departments delivering diverse programs and services, ensuring alignment with organizational values, strategic priorities, and BC social service sector standards.
- Ensuring people supported have access to safe, welcoming, and supportive homes that feel like home and promote wellbeing and belonging.
- Oversight of financial systems to ensure funds are accurately recorded, safeguarded, and used responsibly in accordance with approved budgets.
- Demonstrating initiative, accountability, and sound judgment in fast-paced, high-pressure environments, including on-call crisis response and management of multiple priorities and deadlines.

Specific Responsibilities:

- Supporting women to gain the necessary life skills, training, tools, and support to help strengthen their bond to the Indigenous community to mitigate crisis situations that lead to homelessness, mental health crisis, hospitalization, and criminal/forensic involvement.
- Provide assistance to effectively manage their physical and mental health, social relationships, and regaining their sense of identity to reconnect with communities in a culturally safe way.
- Services are to supplement, but not replace or duplicate, the training and supports normally provided by parents, relatives, or friends

What do you need as an applicant?

- A reliable vehicle with business insurance
- Class 4 BC Drivers' License or the ability to obtain a Class 4 License within 3 months of being hired
- CPR and First Aid Certification
- Employment requirements (e.g.: Criminal Record Search, Clear Health Certificate, BC Driving record, eligible to work in Canada. Non-violent Crisis intervention, TB test)

Qualifications: Education and Experience:

- University degree or college diploma in a social service-related field or demonstrated competency based on a combination of education and experience
- Three to five years of progressively more responsible management experience preferably in the community social services sector, with a demonstrated in-depth working knowledge of specific community-based programs and services, applicable legislation and policies
- Experience in the application of Trauma informed Practice and Cultural safety

Additional assets:

- Conflict resolution techniques and experience with crisis intervention
- Organizational skills, team leadership and the ability to facilitate team dynamics – Be a great leader!
- Ability to demonstrate excellent oral and written communication skills
- Demonstrate a willingness to be flexible, versatile and /or tolerant in a changing work environment
- Understand ethical conduct and business practices, and ensure that their own behavior and behavior of others is consistent with these standards and aligns with the values of the organization
- Establish and maintain positive working relationship with others, both internally and externally, to achieve the goals of the association

We offer a competitive salary with an excellent benefit package and provide our management team with ongoing professional development

To learn more about AiMHi applicants are encouraged to visit our website www.aimhi.ca

Please apply by sending your current resume and cover letter to recruitment@aimhi.ca citing the competition # **2026 MANAGER Full-Time Cluster**

We thank all applicants for your interest; however, only short-listed candidates will be contacted.