

Competition Number: Full Time Manager

August 2026



AiMHi is HIRING a Full Time Manager for Direct Care Services - Prince George, BC.

Location: AiMHi Main Office 950 Kerry Street

Closing Date: Sept. 11, 2026

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.

Role of the Manager

- Accountable to provide effective leadership, operational oversight, and quality assurance across assigned departments and services.
- Ensures people supported experience meaningful, safe, and fulfilling lives by promoting environments and homes where they can live their best lives with dignity, joy, and the freedom to make choices about how they live, participate, and engage in their communities.
- Monitor and support of persons health related needs
- Identify, manage, and mitigate risk in ways that balance safety with dignity and choice
- 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.
- Lead and support 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.
- Provide decisive leadership during critical incidents, includes: taking charge of situations, making timely and sound decisions, coordinating with professionals, and attending RCMP, hospital, or other professional interventions as required.
- Maintain ongoing, respectful, and collaborative communication with families and personal support networks.
- Provide oversight to 1–3 departments delivering diverse programs and services, ensuring alignment with organizational values, strategic priorities, and BC social service sector standards.
- 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.

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
- Employment requirements or successfully complete (e.g.: CPR and First Aid Certification, 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

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 # MANAGER Full-Time**

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