

DNSSAB IS HIRING!

Supporting Human Services in Our Community

The DNSSAB helps people put an affordable roof over their heads, makes sure ambulances take them to hospital when needed, assists in finding affordable childcare, and is there when a little support can make a world of difference during a difficult time.

BULLETIN NO.: D2025-70

POSITION: Transitional Support Case Manager

DURATION: Temporary Full-Time (up to 12 months)

SALARY: \$61,368.57 to \$73,426.27

LOCATION: North Bay, ON

Do you aspire to have a fulfilling position in the human services delivery environment and to make a difference in the lives of the people in our community? The District of Nipissing Social Services Administration Board (DNSSAB) prides itself on putting people first. Here at the DNSSAB, we strive towards a future of healthy, sustainable communities within our region. To achieve this, we are looking for a talented Case Manager to add to our exceptional Ontario Works team.

Under the general supervision of the Supervisor of Employment and Client Outcomes, determines initial and on-going client eligibility according to Ontario Works Act & Regulations; develops, implements and monitors an employment case plan in conjunction with each participant; manages an assigned caseload of Ontario Works recipients. The Ontario Works Case Manager – Transitional Support will use their knowledge and expertise in mental health and/or addictions to support, coach and guide clients struggling with these barriers.

Qualifications:

- Completion of a two (2) year diploma or degree in a Social Science field;
- Two years relevant experience within the last 5 years working in a position that directly delivers mental health and / or addiction services to adults struggling with these barriers;
- Good working knowledge of the Ontario Works Act & Regulations;
- Experience working with people struggling with mental health and/or addiction related issues;
- Comprehensive knowledge of client-centered mental health and addictions interventions, and practice methods;
- In depth knowledge of community resources, treatment centers, social service networks and organizations;
- Sound knowledge of de-escalation techniques and crisis management;
- Good verbal and written communication skills, motivational skills and conflict resolution skills, excellent customer service skills;
- Fluently bilingual in French and English is considered an asset;
- Able to identify when an external referral is required to address the client's needs
- Proficiency in the use of computers;
- General knowledge of the full range of programs delivered by DNSSAB including: Ontario Works, Child Care and Social Housing;
- Must possess valid Ontario Driver's License and have a vehicle available for use on the job;
- Respect confidentiality.

Contract Employees Enjoy:

- OMERS Pension Plan (Non-Full Time Employees)
- Employee Assistance Program
- Wellness Activities
- Casual attire
- Annual Staff Development Day
- Long-Service & Retirement Recognition
- A Psychologically Safe Workspace
- The Right to Disconnect
- Commitment to Diversity & Inclusion

Must be legally eligible to work in Canada. Police Record Check within three (3) months is a requirement.

www.dnssab.ca

Applications for the above position will **only** be accepted through the [Plum Recruitment](#) Tool up to **4:30PM, , January 8th, 2026**. Please follow this link <https://bit.ly/4jc7kWB> to apply now! You will be required to create a profile and complete an assessment prior to uploading your cover letter and resume. Your profile will allow you to stand out from your fellow applicants for your unique skillset. See how bright your future could be. Come join our team and help make a difference in the lives of the people we serve!

DNSSAB is an equal opportunity employer. In accordance with DNSSAB's Accessibility Policy, accommodations will be provided in all parts of the hiring process. Applicants are encouraged to make their needs known to Human Resources in advance.