



## 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.

### Full-Time Contract Employees Enjoy:

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

[www.dnssab.ca](http://www.dnssab.ca)

## Ontario Works Staff Trainer

## Bulletin No. D2024-22

Full Time	Salary	Location
Up to Dec 31, 2024	\$57,426.93 – \$68,710.17	North Bay

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 Ontario Works Staff Trainer to add to our exceptional Social Services team.

The Integrated Services Trainer is part of a dynamic Ontario Works team. This position assists the Ontario Works team to provide support, coaching, mentorship and training to all program areas within the Social Services department. Collaborates with staff to resolve issues arising from file audits, program reviews, process and service delivery change, internal reviews, SAMS issues including overpayment issues and regulatory policy updates.

### Qualifications:

- Post-secondary Diploma in Social Sciences, Human Services or related field or an acceptable combination of education and experience;
- Three (3) years previous experience in Ontario Works service delivery;
- Excellent working knowledge of the Ontario Works Act & Regulations, Excellent working knowledge of SAMS;
- Demonstrated analytical skills and ability to develop sound recommendations;
- Demonstrated ability to facilitate decision-making groups and to develop and deliver training sessions;
- Demonstrated ability to work effectively with front line staff and management;
- Demonstrated ability to train front line staff and customize training around individual needs as all levels of learning effectively through multiple mediums;
- Excellent verbal and written communication skills;
- Proficiency in the use of Microsoft Office applications for report writing, data analysis, Microsoft programs and presentations;
- Must possess a valid Ontario Driver's License and have a vehicle available for use on the job;
- Respect of confidentiality.

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

Applications for the above position will **only** be accepted through the **Plum Recruitment Tool** up to **12:00pm, Tuesday, May 7<sup>th</sup>, 2024. Please follow this link <https://bit.ly/3xQ58jT> 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.

We thank all applicants for their interest. An acknowledgement will be sent only to those candidates who will be interviewed.