



Foundry Surrey Team Lead

Foundry Surrey

Regular Full Time (35hours/week)

Grid 17 (\$33.68- \$35.14 /hour)

Closing Date: September 20, 2023

Supervisor: Jen Lowrey, Director Foundry Surrey

Pacific Community Resources Society is committed to diversity and inclusion and encourages applications from people of all gender identities and expressions, persons with disabilities, Indigenous peoples, and visible minorities.

Opportunity

The Team Lead of Foundry Surrey is responsible leading a youth and family driven, large multidisciplinary, multi-agency program. They will have a strong knowledge and understanding of Foundry Central and integrated youth services to support the development and operations of Foundry Surrey. The team lead oversees and supports the youth and family leadership tables as well as the other unique working groups that emerge from the leadership and governance tables. The Team Lead supports diverse teams and has the cultural competency and a trauma informed lens. The team leader provides support and leadership to the strategic vision of the centre.

The Team Lead is available to work a flexible work schedule including evenings and occasional weekends.

Responsibilities

- Work with the program leadership to ensure overall operations, finances, quality assurance and service delivery; implement contract requirements; monitor, report, and assess service performance related to meeting contract outcomes.
- Understand and apply PCRS's policies and procedures.
- With Director, support and develop an engaged, collaborative, and effective staff team.
- Oversee development, documentation, and on-going reviews to all program components, ensuring all program components reflect an integrated youth services model, including developing and monitoring an active evaluation process to address agency and funder requirements.
- With Director oversee and support Foundry Surrey governance tables and working groups in developing of the centre
- Support with grant writing, community presentations and engagement to develop Foundry Surrey.
- Hire, on-board, supervise, and mentor staff and volunteers.
- Complete partner and funder reporting requirements to ensure contract obligations, targets and quality assurance are being met.
- Work within applicable Act/Regulations and roles of government and funders.
- Maintain effective and appropriate relationships with funders, partner service delivery organizations, government officials, volunteers, and community groups.
- Participate on committees, working groups, and associations; and develop community networks relevant to managed services.

Head Office

2780 East Broadway, Vancouver BC V5M 1Y8

604.412.7950 info@pcrs.ca

Fraser Regional Office

10453 Whalley Blvd., Surrey BC V3T 5B1

604.951.4821



Qualifications

- A bachelor's degree in a relevant discipline, combined with at least five (5) years' experience in a leadership position.
- An equivalent combination of education and experience will also be considered.
- Demonstrated experience in supporting teams in supervision, project and fiscal management.
- A thorough knowledge of relevant government legislation.
- Experience working with target population.
- Experience creating and working within a culturally inclusive environment for staff, partners, and participants.
- Effective team building and mentoring skills.
- Strong verbal, interpersonal, presentation, and written communication skills.
- Excellent time management skills: ability to balance multiple, often conflicting priorities.
- A sound understanding of Foundry model including integrated youth services model and trauma-and-resiliency informed practices.

Additional Assets

- Strong understanding and knowledge of various platforms including Salesforce, Microsoft Project, Miro.

Who We Are

Pacific Community Resources Society (PCRS) is a large not-for-profit agency that serves the some of the most vulnerable people in our communities from Vancouver to Hope. We work with youth and vulnerable adults in the areas of education, employment, housing, substance use and mental health, and youth and family support services. We are CARF Accredited and a Certified Living Wage Employer.

Our Vision - Everyone thriving in strong, healthy communities!

Our Mission - To inspire healthy and inclusive communities through leadership and collaboration.

Our Values - Advocacy, Diversity and Inclusion, Empowerment, Service Excellence, Stewardship, Well-being

We are grateful to operate on the traditional, ancestral, and unceded territories of the xʷm əθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish), Səlílwətaʔ/Selilwitulh (Tsleil-Waututh), Qw'̓ntl'en (Kwantlen), se'mya'me (Semiahmoo), sc̓əwaθən məsteyəxʷ (Tsawwassen), q̓ičəy (Katzie), kwikʷəłəm (Coquitlam), qiqéyt (Qayqayt), máthxwi (Matsqui) and Stó:lō Nations.

We Offer

- Equitable Base Pay
- Generous paid vacation time, personal time, sick time; additional paid time off for life events
- Additional paid holidays, ex. Easter Monday, Boxing Day *
- Extended health, prescription, dental & vision care plan, with 100% Employer-Paid Premiums*
- Disability and Life Insurance Coverage *
- Employee & Family Assistance Program including preventative health & counselling *
- Membership in the Municipal Pension Plan with generous employer contributions *
- Flexible schedules and earned time off program *
- Full-day agency orientation and extensive training, with regular ongoing performance evaluations
- In-house digital and classroom learning opportunities; staff funding for professional development
- Opportunities to use your voice & participate in committees on policy, wellness, safety, EDI, etc.

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PCRS
Thriving, healthy communities

** Eligibility will vary depending on terms and role requirements – details for this posting will be provided on request.*

Persons who anticipate needing accommodations for any part of the application process may contact our HR department at. Personal information will be kept confidential.

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