**We are seeking a Coordinator of Clinical Services to join our Team!**

The Donald Berman YALDEI Developmental Center, a pediatric treatment center and Yaldei School, a permitted, specialized school under the Quebec Ministry of Education seeks a dedicated, qualified and experienced Coordinator of Clinical Services. The candidate should be familiar and comfortable with a Trans -disciplinary clinical team approach of program / treatment plan design, delivery and evaluation.

**Coordinator of Clinical Services (CCS)**

The CCS ensures best practices, operations and the highest quality programming for all children and young people receiving on-site and off-site clinical and rehabilitation services with Yaldei,

* + Supports a trans-disciplinary treatment model;
  + Directly supervises the clinical programming of the Toddler group(Early Intervention
  + Conducts intake interviews and makes treatment recommendation
  + Plans and Animates the professional clinical/administrative meeting

* + Ensures parent-therapist communication & coaching;
  + Reviews professional assessments, reports and treatment plan recommendations prior to publication;
  + Supervises therapists independently and within departments - SLP; OT; PT; Creative Arts etc;
  + Together with the clinical team develops, supervises, updates and evaluates treatment plans with subsequent recommended modifications
  + Ensures the development, implementation and evaluation of the Intervention Plan (IP) for each client within the clinical stream. (Long & short term goals; progress and evaluation, reporting);
* Develops and maintains working relationships and partnerships with a variety of CPE and school settings toward establishing clinically sound and cost effective programs for children in an integrated setting;
* Brings current research and an awareness of developing research based methods to the clinical and management teams and encourages team members to do the same;
* Identifies training needs and opportunities for staff and collaborates with the clinical team to provide information evenings for parents;
* Works collaboratively with senior management toward achieving the goals and objectives of a growing Center and School.
* Manages professional caseload

**The candidate will lead a Trans-disciplinary Team and with its collaboration:**

* + Establishes a clear direction and vision for the team, while listening and providing support and supervision to the team members.
* Incorporates a shared set of values that clearly provide direction for the team’s service provision; these values should be visible and consistently portrayed.
* Demonstrates a team culture and trans-disciplinary atmosphere of trust where contributions are valued and consensus / problem solving is fostered.
* Ensures appropriate procedures and infrastructures are in place to uphold the vision of the service.
* Ensures quality child-focused services with documented outcomes; utilizes feedback to improve the quality of intervention.
* Utilizes leadership and communication strategies that promote intra-team communication, collaborative decision-making and effective team processes.
* Participates in the recruitment and selection of staff who demonstrate interdisciplinary competencies including team functioning, collaborative leadership, communication, professional knowledge and experience and provides tools and support for successful onboarding.
* Facilitates professional development through appropriate training, recognition, and opportunities for career development

**Candidate Qualifications**

* Familiar and comfortable with the transdisciplinary clinical team approach of program / treatment plan design, delivery and evaluation.
* Master’s level in related fields, and a minimum 5 years’ experience in the field of child development and special populations.
* Abilities for managing the interface of communication technologies and special populations.
* Leadership and change management skills. Possessing human relation skills characterized by clear and respectful communication. She / he will foster respectful and professional relationships amongst team members.
* Organized, flexible and able to multi task toward meeting short and long term deadlines. Organizational skills will ensure planned objectives and improved procedures, which allow team members to perform optimally.
* Understanding and respectful of the multicultural character of the Center / School, to the Jewish culture and mandate serving children from all backgrounds and how these affect the child’s point of view, as well as staff.
* Bilingualism: English and French, oral and written

***Be part of our team. To apply, email your resume to******HR@Yaldei.org***

***We thank all applicants for their interest however only those selected for an interview will be contacted.***

[www.yaldei.org](http://www.yaldei.org)