



**Canadian Mental  
Health Association**  
Brant Haldimand Norfolk  
*Mental health for all*

**Internal/External  
JOB POSTING  
2025-06  
Residential Supervisor**

We are presently accepting applications from qualified individuals to fill the following positions:

**Supervisor, Residential Program**

Positions Available: 2 Full-time Permanent  
Base Locations: 1 Brantford, 1 Simcoe, Ontario  
Start Date: ASAP  
Hours of Work: 37.5 hours/week  
Salary Range: \$35-\$40.95/hour

Our Crisis/Safe Bed Program provides support to persons experiencing a mental health crisis, in a residential setting utilizing a Psychosocial Rehabilitation & Recovery model.

This position supervises a staff team while also performing coordination, promotion and monitoring of the program. A full job description is available upon request. Work shifts are typically Monday to Friday between the hours of 0830-1630. On-call duties are assigned on a rotational basis.

Job responsibilities are to be achieved in accordance with the mission, vision and values of CMHA Brant Haldimand Norfolk, relevant legislation, regulations and organizational policies to promote the delivery of efficient and high-quality services.

**Highlighted Responsibilities:**

- Supervise staff and oversee daily program functions
- Maintain staff schedules and secure shift coverage
- Track program expenditures and order supplies
- Monitor building maintenance and required repairs
- Administration duties, including file audits and tracking statistics
- Collaborate with partners to ensure effective service provision
- Provide after-hour phone support to the program on a rotational basis

**Qualifications and Experience:**

- University Degree in Social Services, with preference for BSW or MSW.
- Minimum three years supervisory experience working in mental health or related field.
- Reliable transportation required.



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**Additional Preferences & Qualifications:**

- Experience working in congregate living and/or residential services in mental health or a related field
- Demonstrated leadership and change management skills
- Excellent organizational, administrative, computer, verbal and written communication skills.
- Strong interpersonal, communication, and problem-solving skills.
- Ability to problem-solve, think creatively and act quickly to address crisis situations
- Proficiency in EMHware, MS Teams & MS Office.
- Ability to work under pressure, prioritize tasks, and meet deadlines.

Application in writing (cover letter and résumé) may be directed to:  
Cathy Goncz, Manager People & Culture, [Cathy@cmhabhn.ca](mailto:Cathy@cmhabhn.ca)  
Application Deadline: Friday, April 11<sup>th</sup> @ 1630 hours.