



# JOB POSTING

Meta's mission is to offer a wide spectrum of services and personalized supports to help people live inclusive, engaged and enriched lives in the community.

Meta is currently seeking applicants that possess the skills, knowledge and experience working with individuals who have a developmental disability.

## FULL-TIME TEAM LEADER

**POSITION:** Full-Time Team Leader (Union Position)

**RATE OF PAY:** \$28.92/hour

**CURRENT LOCATION:** 10 West Pearce Street Unit 10 (Richmond Hill Day Program)



**DATE POSTED:** July 4, 2025

**APPLICATION DEADLINE:** July 14, 2025 at 4:30pm

### HOURS AND DAYS OF WORK

Monday to Friday from 8:30am to 4:30pm (40 hours per week)

### QUALIFICATIONS

- Diploma or Degree program in a related field
- At least two (2) years' experience working with individuals who have developmental disabilities
- Must have one (1) year Supervisory experience, excellent verbal and written communication and organizational skills
- Demonstrated leadership, problem solving skills & working knowledge of Health and Safety Act
- Must have experience dealing with challenging behaviors because of possibility of working with aggressive people supported
- Excellent communication and organizational skills
- Must have a valid G driver's license
- French language is an asset

### JOB DUTIES

- To work hands on with individuals who have developmental disabilities and high support in daily needs in a day program environment
- Oversee day to day operations of the day program in the absence of the Program Supervisor
- Active caseload, attend meetings, liaison with internal and external professionals
- Completion of paper work, scheduling, petty cash, purchasing of items for people supported
- Responsible for transporting people supported in company vans to outings and to/from programs
- Flexible work hours; schedule and attend medical appointments and/or external appointments as required
- All other related duties

### CONTACT INFORMATION

Only resumes/applications forwarded to  
**[careers@metacentre.ca](mailto:careers@metacentre.ca) or [aganesharajah@metacentre.ca](mailto:aganesharajah@metacentre.ca)**  
will be accepted for this posting  
(Reference #: TLRHDP-07-04)

Meta Centre welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.