

Job Title:	Service Manager – Social Enterprise		
Department/Group:	Management	Position Type (FT, PT, Relief, etc.):	Full Time
Location:	Hybrid Peel Senior Link 50 Burnhamthorpe Rd West, Mississauga, ON L5B 3C2	Level/Salary Range:	\$53,000.00 - \$65,000 per year
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Job Details

Punjabi Community Health Services (PCHS) is a pioneer community-based, not-for-profit, charitable organization. PCHS has been fulfilling the needs of diverse populations for 32 years by providing services in addictions, mental health, geriatric, health promotion, domestic violence, parenting, settlement and services for women, children and youth. PCHS has several research studies to its credit and is recognized as an innovative organization for community development and its Integrated Holistic Service Delivery Model. PCHS is accredited by the Commission of Accreditation Rehabilitation Facilities (CARF) International and Imagine Canada. PCHS is a 2SLGBTQ-sensitive organization.

Peel Senior Link, a non-profit charitable organization established in 1991, provides supports for daily living to seniors, to clients across 11 designated senior's buildings and neighborhoods, in the Region of Peel. Peel Senior Link maximizes independent living—helping seniors live with dignity, stability and safety. Peel Senior Link is funded by the Ministry of Health and Long-Term Care through Ontario Health (Central), grants, and personal and corporate donations.

We are currently seeking a **Service Manager – Social Enterprise**. Reporting to Peel Senior Link's CEO.

Position Summary:

The Service Manager – Social Enterprise is responsible for the development, implementation, coordination and promotion of the social enterprise program, development finance and similar revenue-generating programs that may serve as a model for self-sustaining enterprises with a social development impact.

Primary Responsibilities:

- Assist in the development and management social enterprise programs
- Achieve superior growth and market performance through entrepreneurial approaches to implement innovative business concepts.
- Participate in the planning, implementation, and monitoring of key program activities (café and tuck shop and commercial kitchen)
- Ensure accuracy, consistency and timeliness of financial and performance-oriented reports (quantitative and qualitative, financial and social) to headquarters and stakeholders.
- Update the strategic planning process through annual business plans (outlining financial projections) based on performance analysis
- Through quantitative and qualitative analysis, identify areas of strength and weakness to improve overall performance.
- Support and/or coordinate logistics and procurement.
- Monitoring of budgets and expenditures.
- Monitoring and reporting on the microfinance and social enterprises marketplaces.
- Liaise on a regular and ongoing basis with donor institutions, agencies, and commercial partners.
- Program Development (cooking classes and batch cooking events)
- Develop a portfolio of social enterprise and microfinance, including securing new funding streams and developing/refining concepts
- Develop and apply best practices and approaches into programming, and evaluate and promote cross linkage opportunities for enterprise development.

- Assist in developing and preparing business plans, briefings, and public relations material.
- Represent the agency at designated meetings and at conferences.
- Fosters community and interpersonal connection
- Recruitment – recruit and manage staff and volunteers

Qualifications:

- B.A. in economics, finance or other related field, MBA preferred
- 2-3 years of supervisory and leadership experience
- Excellent collaborative skills and teamwork skills.
- Flexible, adaptable and responsive to change
- Excellent writing and presentation skills, ability to highlight and explain relevant data.
- Strong financial analysis skills, ability create financial models preferred.
- Demonstrable skills in project implementation, including performance monitoring, budget preparation and tracking.
- Strong team player that can work cooperatively with internal and external stakeholders.
- Ability to prioritize and handle multiple tasks, familiar with and able to operate in a fast-paced international and multi-cultural environment.
- Experience in developing business/investment and/or marketing plans required.
- Knowledge of best practice microfinance industry standards preferred.

Salary: \$53,000.00 - \$65,000 per year

Location: Seniors Health and Wellness Village at Peel Manor (initially, until the café & tuck shop space is completed, this position will be located at Peel Senior Link)

We thank everyone for their expression of interest; however, only those candidates selected for an interview will be contacted.

Peel Senior Link is committed to developing an inclusive, barrier-free selection process and work environment. If you require accommodation at any stage of the recruitment and selection process, please contact Human Resources at 905 712 4413 x326.

Peel Senior Link has a mandatory vaccination policy for all employees in order to protect our clients, our staff, and the communities we work in. All job applicants will be required to declare their vaccination status during the recruitment process. As a condition of employment, all new hires must be fully vaccinated and provide proof of their vaccination. Peel Senior Link will comply with its Human Rights obligations and accommodate employees who are legally entitled to accommodation.

To learn more about Peel Senior Link please visit:

<https://peelseniorlink.com/about-us/>