# Support Accommodation Manager

**The Multiple Sclerosis Queensland (MS Queensland)** is a leading not-for-profit organisation, based in Brisbane, and providing specialised services to benefit people living with MS and other chronic progressive neurological conditions (PND) throughout Queensland.  We exist to help people living with MS to get the best out of life; to advocate for change and to search for a cure.  Our employees are passionate about our cause and embrace our values of respect, hope, commitment and collaboration in their role every day.

Our Service Delivery team is a dedicated and passionate group of people who offer a wide range of service to people with MS and other PND.  They are here to support our customers, their family, when and where they need it through their journey with MS/PND.

## About the role
As part of the continued roll out of the new accommodation services structure to better support our customers and ensuring quality in service delivery, we are now looking to appoint a **Supported Accommodation Manager** to join the Springfield accommodation team.  This position will be offered on a permanent full-time basis.

Reporting to the Accommodation Services Manager and overseeing a team consisting of RNs and support workers, the day to day responsibilities of the role will include:-
- Implementing contemporary models of supported independent living services within the assigned MS Queensland accommodation site;
- Consulting with the Accommodation Services Manager in respect to service delivery and financial management;
- Leading and managing operations of the Springfield site to ensure quality outcomes for customers including the management of individualised support packages;
- Participating in accommodation workforce planning and recruitment to ensure there is optimum staffing numbers available to fill rosters;
- Promoting an ongoing culture of continuous quality improvement for the site; and
- Understanding the customer's funding packages and leading and coordinating the implementation of the associated NDIS plans, or other schemes within the Springfield site.

**MS Queensland** – at the heart of everything we do is

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## About YOU
The successful candidate will have hands on experience in the disability sector together with proven knowledge of the NDIS and other related funding sources.  You will be instrumental in implementing and contributing to key strategies for the future of MS Queensland's customers and play a central role in engaging our staff and supporting their teams through organisational changes.  You will additionally possess the following skills and experience:
- Tertiary qualification or equivalent, relevant to disability and or community service with demonstrated experience in the operation of disability services.
- Demonstrated experience in leading and managing a multidisciplinary team.
- Strong communication skills both written and oral as well as the ability to develop stakeholder relationships.
- Proven ability to use initiative to improve the performance of the supported accommodation site and the department as a whole.
- Open class drivers licence.
- Level of physical capacity commensurate with the responsibilities and requirements of the position.
- Ability to understand and abide by the MS Queensland's Code of Conduct and other relevant policies and procedures.
- Ability to prescribe to MS Queensland's mission, goals and organisational values.
- Positive Notice: satisfactory completion of DSQ Criminal History Check.

We recognise our employees are important to the success of our organisation, and offer a suite of benefits including a range of professional development opportunities and salary packaging options.  A competitive salary and benefits package will be offered to the successful candidate.

If you are interested in this important and challenging role, please attached a copy of your resume and cover letter detailing your suitability.  For a confidential discussion, please contact Cathy Hesse, Accommodation Services Manager on 3840 0859.

**Application close at 9am on Monday, 3 December 2018**