

Audrey



More   
Room  
FOR Love  
Capital Campaign

**Ronald McDonald House Charities® Atlantic**

*Opportunity Brief:*  
**Resident Manager**

*Love what you do  
and feel that  
it matters!*

## Opportunity: Resident Managers

Ronald McDonald House Charities® Atlantic (RMHC Atlantic) is seeking a motivated, energetic and approachable team to become our onsite **Resident Managers**. The Resident Manager (RM) position is comprised of a partnership between two people that are provided a 2 bedroom apartment in exchange for being on call to provide after-hours and overnight coverage for Ronald McDonald House.

## Job Summary:

Reporting to the Manager of Operations, the Resident Manager for RMHC Atlantic is responsible to maintain house security and plant operations, respond to emergency situations, and ensure the needs of families who stay at RMHC Atlantic are met with an inclusive and professional way.

The Resident Managers advance the mission of Ronald McDonald House Charities Atlantic in a manner consistent with the excellent quality of services, programs and outreach provided to our community since 1982. In the spirit of teamwork, the RM will interact in collaboration with the Family Services team, Manager of Operations, along with our House and Family Room staff and volunteers, to provide support and assistance in the fulfillment of RMHC Atlantic's goals and objectives.

## What you thrive on:

- Creating positive community impact
- Detailed oriented oversight
- Relationship building
- Problem-solving & crisis management
- Meeting and exceeding mutually agreed-upon personal targets for service excellence

## Skills & Qualifications:

- Post secondary education in related field preferred (social work, psychology, medicine, etc.)
- Current relationship with RMHC Atlantic an asset (volunteer, etc.)
- Comfortable and competent supervising and leading volunteers and staff
- Strong communication skills, including oral and written English
- French or Arabic speaking an asset
- Service-oriented, compassionate personality
- Must exhibit a high level of responsibility and possess the personal characteristics of being warm, outgoing, compassionate, flexible, assertive, honest, trustworthy and professional
- Ability to work with families of children in times of stress or crisis
- Demonstrated leadership skills
- Demonstrated ability to work independently
- Demonstrated organizational skills and attention to detail
- Comfortable in a digital environment, navigating multiple platforms and working knowledge of Microsoft programs

## Hours:

**Sunday – Thursday 9:00pm – 9:00am.** Additional hours might be required on occasion. A typical night would require roughly 2 hours of time for shift change over and walk-throughs, however, as the person on call some nights may require more time as situations arise

## Compensation:

Two Bedroom apartment with heat, water, internet and 1 parking spot provided, within **Ronald McDonald House, 1133 Tower Rd.**

## How to apply:

We invite you to forward your resume and letter of introduction highlighting relevant volunteer, work, education and personal experience to [careers@rmhcatlantic.ca](mailto:careers@rmhcatlantic.ca). Applications will be handled with strict confidence amongst the hiring committee.

RMHC Atlantic is committed to fostering a collegial culture grounded in diversity, equity, inclusion, access and belonging. We encourage applications from persons with diverse abilities, racially visible persons, persons from the 2SLGBTQ+ community, and all candidates who contribute to the diversity of our community. RMHC Atlantic is committed to providing accommodations to help you perform to the best of your ability.

In an effort to honour diversity, equity and inclusion, we invite all applicants to self-identify on either your cover letter or resume.

We thank all applicants for your interest in Ronald McDonald House Charities® Atlantic; however, only those candidates who have been selected for an interview will be contacted.

# About RMHC® Atlantic

Ronald McDonald House Charities® Atlantic helps families with sick children stay together and near the medical care they need.

Our programs include Ronald McDonald House® in Halifax, a “home-away-from-home” for out-of-town families with sick children, and Ronald McDonald Family Rooms® in Halifax and Moncton, which provide oasis of calm and support inside the hospital. Each year, we help more than 2,000 families from across the Maritimes through our House & Family Rooms.

RMHC Atlantic is a non-profit organization. We depend upon charitable donations and volunteer support from many individuals, corporations and foundations to fulfill our mission. We are also sincerely grateful for the support of our founding and forever partner, McDonald's

For more information on our organization and the excitement surrounding the upcoming construction of our new House, visit [rmhcatlantic.ca](http://rmhcatlantic.ca).

Keeping Families Close.

Claire + A.J



# Our history

Since opening our doors in Halifax in 1982, RMHC Atlantic has helped more than 25,000 families that have stayed with us when they had to travel to Halifax for medical treatment. Our House is one of 16 Houses across Canada and one of more than 360 around the world.

In 2007, we opened the first Ronald McDonald Family Room in Canada at the IWK Health Centre, and in 2011 we opened a second Family Room at The Moncton Hospital.

## Working with us

RMHC Atlantic is committed to fostering a collegial culture grounded in diversity and inclusiveness. We encourage applications from Indigenous persons, persons with a disability, racially visible persons, women, persons of a minority sexual orientation and/or gender identity, and all candidates who contribute to the diversity of our community.

We select the best employees based on their qualifications, skills, knowledge and commitment. RMHC Atlantic also recognizes that candidates and/or employees may request accommodations to participate or perform to the best of their abilities. As per regional labour standards and national human rights guidelines, reasonable workplace accommodations and adjustments will be granted.

## We're making *More Room For Love!*

We're proud to support approximately 600 Maritime families each year. Unfortunately in recent years we've had to turn away hundreds of families who came to us for help—and the demand continues to increase. Without a place to stay, families face being apart from one another at a time when their love and presence is so vital. While we have made some changes to our current space, we are limited in how we're able to modify the physical infrastructure to adequately address these important concerns.

We're building a larger, more modern facility that will enable us to serve an additional 600 families per year, and offer 6,570 more nights of comfort for families with sick children.

For more information, visit [moreroomforlove.ca](http://moreroomforlove.ca).

Opening in  
2023!



Our new  
House! ↗