



Pères Séparés inc.  
Separated Fathers inc.

Partner of the Ministère de la Santé et des Services sociaux



# Job Posting

## General Manager AND Coparenting coach

**Employeur :** PÈRES SÉPARÉS INC. (PSi)/SEPARATED FATHERS INC. (SFi)  
**Lieu de travail :** Hochelaga-Maisonneuve (Montreal)  
**Remuneration :** Starting: salary \$62,000 to \$72,000, depending on the level of experience  
**Statut :** 35 or 28 hours/week

### Balance, Rigor and Passion

We are looking for a special candidate who can preserve and enrich our organizational culture, nurtured by 25 years of stability and continuous growth\* and it's capacity to adapt to change.

*\*2,500 calls per year, 300% growth in 10 years.*

### Our VISION:

To be the reference source in Quebec for separated fathers in the context of the transition of family life related to the challenging breakdown of a relationship.

### Our MISSION:

Coach separated fathers in the life transition related to marital breakdown, in order to maintain and even strengthen the father-child bond, while ensuring their well-being and mental health, the proper development of the child in the spirit of co-parenting. Outcome: Prevent paternal disengagement, suicidal behaviour, conjugal violence and parental alienation.

### Do these VALUES resonate with you?

- Non-judgmental listening, openness and respect for diversity
- Presence, patience, perseverance and pardon (4P's)
- Coparenting
- Participative justice
- Solidarity and generativity

### Do those components of OUR UNIQUE APPROACH talk to you?

GREIVING, TRUST-building, GENERATIVITY, APPRECIATIVE APPROACH and PARTICIPATORY JUSTICE are the main components of our unique "[Socio-Emotional-Legal model \(SEL\)](#)", and recognizing the characteristics of male socialization. This model is supported by a *Co-Parenting Companion Guide* and a training program.

### Our SPECIALIZED SERVICES:

- Structured co-parenting coaching
- Phone/Zoom Support
- Support Group
- Demystifying and normalizing judiciary challenges
- Webinars, workshops and conferences with partners



## Minimum requirements:

- Proven experience of a few years as a manager and coach-team supervision.
- Proven experience in the community setting as a intervention worker for a clientele in distress.
- College or university diploma (or equivalent) in management, humanities or other related field.
- Bilingualism essential: French and English, mastery of spoken and written French.

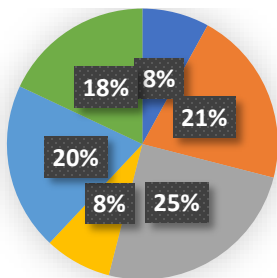
## Key teamwork skills and responsibilities:

### Points considered to be priorities for this position:

- Choose to work in an "open system" organization where internal and external communications, continuous training, and participatory management are at the heart of its operation.
- Coach and guide operations by relying on colleagues, thereby promoting autonomy, while preserving PSI's mission, values and supporting the SEM model.
- Prepare for the (7) meetings of the Board of Directors and the Annual General Meeting, in collaboration with the President and Secretary of the Board of Directors.
- Ensure and actively maintain the communication links with the funder and the various partners.
- Preserve the organization's "public image" by effectively managing relations with the written and broadcast press and social networks.



### Distribution of responsibilities of this position:



- 1 Partnerships: RVP, RPSBEH, ROHIM, CIUSSSEMTL
- 2 MSSS/PSOC: Accountability, requests for enhancement and reports
- 3 Admin: Activity report, board meetings, annual general meeting, etc.
- 4 Finance: Financial Reporting, Auditing and Financial Statements
- 5 Accounting, human resources and daily management
- 6 Coaching, support groups, internal/external training

## Key technical management responsibilities:

- Mastery of the basics of administration, finance and account management and budgeting process; tracking the actual vs projected.
- Experience in preparing board of directors meeting and the annual general meeting activities.
- A sound experience in the redaction of annual governmental reports

## What we offer you:

- A 4 or 5 day a week, Monday to Friday, with a possibility of teleworking to facilitate family-work balance.
- A starting salary of \$62K up to \$72K, based on experience.
- 1 day paid-holiday per month and work flexibility.
- 4 weeks of vacation, after one year; 5 weeks, after three years; 6 weeks after five years. (Max 8 weeks)
- Satisfaction of making a positive difference in the lives of hundreds of dads, children and families, facing a life-challenging experience of a break-up.

**Your profile fits this job offer? Above all, are you up to the challenge...**

**This maybe an opportunity for you!  
Join a dynamic and growing team !**

Send us your resume by email, **before January 24, 2025**,  
at the following address: [direction@peres-separes.qc.ca](mailto:direction@peres-separes.qc.ca)

For more information: 514 254-6120 or visit our website: [www.peres-separes.qc.ca/home](http://www.peres-separes.qc.ca/home)