



ST. ANDREW'S AUTISM CENTRE

1 Elliot Road
Singapore 458686
www.saac.org.sg
enquiry@saac.org.sg
T: 6517 3800 F: 6517 3801

St. Andrew's Autism Centre (SAAC) is a non-profit organisation for the education, training, and care of persons with autism and their families.

SAAC comprises St. Andrew's Autism School (SAAS) and St. Andrew's Adult Autism Services (SAAAS), serving children, youths and adults with autism. SAAAS runs two Day Activity Centres (DACs) at Siglap and Sengkang, and St. Andrew's Adult Home (Sengkang), Singapore's first residential facility designed and built to meet the needs of adults of autism.

SAAC seeks to enable people with autism to lead dignified and meaningful lives.

We invite interested and qualified persons to join us to meet the physical, social, emotional and spiritual needs of our students, clients and residents; to provide behavioural support, life skills training, family support and public education.

DIRECTOR OF RESIDENTIAL SERVICES ST. ANDREW'S AUTISM CENTRE

JOB DESCRIPTION

- Leads SAAH's Home Ops team in the delivery of 24/7 residential care to adults with moderate to severe autism. This requires working closely with the Resident Manager, the Allied Professionals, and the Care Staff
- Keeps abreast of prevailing developments in the care of adults with autism both locally and overseas by building a network of relationships with other organisations and authorities in the field so as to ensure that SAAH services remain relevant to different profiles of adults with autism
- Manages the corporate support functions of SAAH, including finance, HR, corporate communications, operations support and administration.
- Ensures that a robust compliance framework is in place, meeting regulatory requirements and corporate governance
- Grows the enrolment of the Home in line with the objectives of SAAC sustainably, by working closely with government agencies, clients, family members, volunteers, donors and other service providers
- Works with relevant stakeholders e.g. MSF, NCSS, SG Enable, SNTC, to further the interests of the residents we serve.
- Manages and leads the staff team through staff development and providing opportunities for personal development
- Builds SAAH into a centre that is capable of providing care and quality service, by growing a culture of resident-centricity and Christian love among the SAAH staff.



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- Any other duties as may be assigned from time to time

JOB SPECIFICATIONS

Required Skills/Abilities:

- Excellent organizational and leadership abilities.
- Proven experience in leading a diverse team of staff
- Outstanding communication skills in all forms
- Ability to multi-task and re-prioritize as needed
- Resonate with the values of SAAC- Love, Integrity, Growth, Honour, Teamwork
- Strong interpersonal skills and ability to build collaborative relationships
- Ability to engage different stakeholders

Education and Experience:

- Minimum 7 years of work experience in the social sector (preferably in the disability sub-sector), with at least 3 years in a leadership role
- Demonstrated experience in managing corporate functions
- Team player with strong inter-personal skills who can rally and mobilise people around a central mission
- Most importantly, a desire to be a serving leader.

Remuneration and point of entry will commensurate with qualifications and experience. Interested applicants, please send your resume and relevant supporting documents to:

careers@saac.org.sg

All applications will be handled with strict confidence. We regret that only short-listed candidates will be notified.

Services of St. Andrew's Mission Hospital
and Singapore Anglican Community Services

- Medical Services
- Senior Services
- Psychiatric Services
- Autism Services
- Family and Children Services

Scan for full listing

