



KETTLE & STONY POINT
Health Services

Job Posting
Temporary Full-Time (13 Months) – Home and Community Care Nurse Manager

Summary:

The Home and Community Care Manager provides overall direction and supervision of the Home and Community Care Program in the community, which includes the Assisted Living Facility and the Day Program. The HCC manager oversees case management for the home and community care clients ensuring that clients have a central point of access to all services. The manager will ensure the effective delivery of quality health services through collaboration with management and staff.

Job Duties:

- Administration of the HCC Program and the Assisted Living Facility – including planning and development of all programs and services in consultation with the Health Team
- Ensures that all financial and statistical data is collected and reports are completed
- Provides case management duties according to established policies and guidelines for seniors, chronically ill and disabled members of the community
- Ensures that appropriate assessments, referrals and linkages are initiated according to client's needs and desires and are reflected on a detailed client care plan
- Oversight of staff within the Home and Community Care Program, ALF and Day Program. Promotes teamwork, ensuring that staff and volunteers work collectively as a team to provide consistent and coordinated programs and service delivery
- Ensures that appropriate and timely work plan development and reporting is carried out by staff
- Monitors expenditures and adhere to annual budget in collaboration with the HCC Assistant and designated health staff
- Develops future plans and funding proposals for Home and Community Care and the ALF
- Initiates linkages, service agreements and referral protocols with relevant internal and external service providers/agencies

Qualifications:

Education

- Bachelor of Science / Baccalaureate in Nursing or Diploma in Nursing
- Current registration and good standing with the CNO
- Gerontology certificate an asset

Experience

- Two to three years experience as a nurse preferably in the home and community care field
- At least five (5) years experience in community nursing or long-term care administration
- Excellent organizational, communication and interpersonal skills required
- Commitment to and understanding of community involvement in the development and implementation of programs and services
- Commitment to a multi-disciplinary team approach to programming and service delivery

Application to include: Cover letter, resume and three references (the names of the references and their phone numbers must be submitted with the resume).

Please submit your application to:

Kettle & Stony Point Health Services

Attention: Health Director

A-6275 Indian Lane, KSPFN, ON, N0N 1J1 (Fax: 519-786-4541)

Chippewas of Kettle & Stony Point First Nation gives preference to First Nation applicants for any employment opportunities as per Section 16(1) of the Canadian Human Rights Act. Only successfully screened candidates will be called for an interview. The successful candidate must provide a Police Record Check (C.P.I.C) and be willing to sign a background consent form.

All applications must be received by 4 PM on Monday, May 20, 2019



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