



As a fully accredited, progressive health care organization, Geraldton District Hospital is committed to providing high quality services to residents of Greenstone and surrounding First Nations communities. With 23 acute care beds, 26 long-term care beds, a 24-hour emergency department and a heliport, Geraldton District Hospital provides an array of services, including clinical nutrition, diagnostic imaging, laboratory, outreach chemotherapy, rehabilitation, social work and telemedicine. For more information about Geraldton District Hospital, visit www.geraldtondh.com

Long Term Care Nurse Manager Permanent Full-Time

As a member of the Management team, the Long Term Care Nurse Manager is responsible for developing, implementing and maintaining the programs and services of the LTC unit, in accordance with applicable legislation and appropriate standards of the Ministry of Health & Long-Term Care, to ensure quality care of residents. This position reports to the Chief Nursing Executive.

Duties Include:

- Identifies, develops and implements programs and services that facilitate the provision of quality resident care. Communicates and facilitates implementation of regulated acts, long-term care and hospital policies, procedures, standards and protocols.
- Assists in the development and implementation of unit-specific short and long-term goals and objectives designed to maximize existing services and to meet Best Practice Guidelines.
- Identifies and promotes quality initiatives for the Long-Term Care unit.
- Provides leadership, direction and guidance to LTC staff.
- Facilitates and promotes inter-disciplinary team approach to resident care.
- Communicates daily with the Chief Nursing Executive, frontline staff and other key stakeholders and submits written reports, as required, regarding any and all resident/family and visitor concerns, as well as actual or potential team issues and concerns
- Ensures appropriate staffing levels within the approved budget with shared responsibility for coordinating scheduling of LTC staff and completion of the payroll sheets.
- Acts as a resource person for clinical questions, determining resident priorities, interdisciplinary plans of action/care and problem-solving regarding difficult situations.
- Communicates and facilitates implementation of regulated acts, hospital and departmental policies, procedures, standards and protocols.
- Keeps informed of current resident status, facilitates communication and acts as an advisor between medical staff, nurses, families, other departments and healthcare professionals for continuity of care.
- Assists in the development and maintenance of relevant position descriptions and shift responsibilities.
- Participates in the hiring of new staff and matters of staff discipline, conducts performance appraisals and administers the collective agreements.

- Monitors and follows up with departmental incident reports, as well as resident and family complaints.
- Development of the annual capital and operating budgets for the LTC unit.
- Monitors and analyzes the capital and operating budgets and reports any variances in a timely manner.
- Shares administration on-call coverage.
- Monitors and follows up with departmental incident reports, as well as resident and family complaints.
- Development of the annual capital and operating budgets for the LTC unit.
- Monitors and analyzes the capital and operating budgets and reports any variances in a timely manner

Qualifications:

- Bachelor of Science degree / Diploma in Nursing from an accredited Nursing program.
- Currently registered with the College of Nurses and in good standing.
- Certificate in Gerontology is an asset.
- Diploma in Healthcare Management is an asset.
- Minimum five (5) years clinical experience in Acute and Long-Term Care nursing.
- Minimum two (3) years management and supervisory experience in a healthcare environment and a desire for continuous learning in an evolving environment.
- Knowledge and understanding of the Long-Term Care Act / Regulations and the Resident Assessment Instrument – Minimum Data Set (RAI-MDS).
- Bilingualism in both official languages is an asset.
- Knowledge and understanding of the Indigenous cultures/languages is an asset.
- Demonstrated knowledge and proficiency in current word processing and other current computer software applications.
- Demonstrated initiative in managing multiple priorities with excellent organizational, interpersonal and time management skills.
- Demonstrated competency in working with all levels of management and staff.

Geraldton District Hospital is committed to workplace diversity and provides accommodations to applicants with disabilities throughout the hiring process.

If you are interested in this challenging opportunity, please submit your application and resume in confidence, by **16:00 on Monday January 28, 2019**, via email, to:

hr@geraldtondh.com