



### ***The Organization:***

Greater Vancouver Community Services Society is a non-profit organization with more than 40 years experience providing quality community care services. Our Home Support program delivers service to over 2,500 clients in Metro Vancouver who require assistance to live at home safely and independently.

### ***The Position:***

The Clinical Manager is responsible for directing and managing the overall operation of the Nursing Resource function in keeping with the Agency's goals, policies and standards, as well as service contract and performance requirements.

### ***Key Duties and Responsibilities:***

- Manages and directs the Nursing Resource Team and through the selection, work assignment, training, and evaluation of LPN's and RN's.
- Implements individual plans governing the provision of complex personal care and delegated nursing tasks to clients by Community Health Workers and reviews those procedures and plans as needed.
- Pays visits to clients to ensure that the procedures and care plans are followed by both the clients and Community Health Workers and that the provision of personal care adheres to established nursing standards and health authority guidelines.
- Develops, maintains, conducts and/or coordinates training activities, including orientation, training manuals, and in-service programs and workshops, to improve the personal care skills and knowledge of Community Health Workers and other Agency staff. Maintains and compiles statistics, records and reports as they pertain to the Nursing Resource Team.
- Covers the scheduling of Nurse Supervisors. Record schedule in Comvida.
- Manages serious and complex Worksafe claims by investigating accidents, determining corrective actions, and developing safe return to work plans for worker
- As a member of the nursing team, attends regular meetings and provides input into the overall direction and plans for the Agency.
- Submits payroll documentation to the Finance Department for the Nursing Resource Team.
- Participates in ongoing continuing education to maintain registration with C.R.N.B.C.
- Plans, coordinates and runs the monthly Occupational Health and Safety meetings as the management representative for Home Support Services. Writes and distributes minutes after the meeting and ensures follow up action is taken as required. Liaises with WorkSafe BC regarding OH&S issues, policies, and procedures.

- To carry out staff disciplinary action, when required, for both supervisory and field staff; to respond to staff grievance and to resolve labour conflicts and problems in accordance with the Collective Agreement and sound labour management principles and practices
- Other related duties as required.

***Qualifications and Skills Required:***

The successful candidate will have:

- A university graduate with a degree in nursing or completion of a recognised nursing program. Current registration with C.R.N.B.C.
- A minimum of five (5) years recent related experience working as a registered nurse or an equivalent combination of education, training and experience.
- Current knowledge of geriatrics, home care and community health standards and practice norms.
- Demonstrated leadership ability, including strong organizational, interpersonal, and coordination skills.
- Experience and ability in teaching one-on-one, as well as conducting training sessions for groups in the format of seminars and workshops.
- Ability to evaluate level of competence of Community Health Workers in performance of learned skills and techniques.
- Demonstrated ability to communicate effectively verbally and in writing. Strong collaborative skills in working with clients, staff and other health professionals.
- Physical and mental ability to perform required work.
- Must possess a valid B.C. driver's licence.

***Schedule and Benefits:***

This position has a Monday to Friday 8:30am - 4:30pm schedule and offers a rich benefits plan, including medical, dental, extended health benefits, life, LTD and membership in the Municipal Pension Plan.

***To Apply:***

If this challenging opportunity interests you, please submit your resume and cover letter by August 17, 2018. For more information about our organization, please refer to our website: [www.gvcss.bc.ca](http://www.gvcss.bc.ca). GVCSS is an equal opportunity employer.