



Associate Director of Care (Infection, Prevention and Control Lead)

Victoria Manor - Human Services, City of Kawartha Lakes

The City of Kawartha Lakes is located on the Trent Severn Waterway in central Ontario, and offers a unique mix of urban, rural and waterfront living to its growing population of 75,000. The City is a progressive, forward-thinking community with a positive business environment and a thriving artistic community. Recognized as a prime tourist area for its year-round leisure opportunities, Kawartha Lakes is rich in culture and heritage, a strong agricultural community, and abundant in all the amenities being sought by residents and visitors alike.

The Human Services department is seeking a permanent full time Associate Director of Care (Infection, Prevention and Control Lead), to join our dynamic team at Victoria Manor Long Term Care. Reporting to the Director of Care, this position will be accountable for the implementation of the home's infection prevention and control program and to support the management of the nursing department, nursing staff and resident care services in accordance with quality management, legislative requirements and the organization standards. As a valued member of the team, the Associate Director of Care (Infection Prevention and Control Lead) will help us champion our collective commitment to deliver quality care and fulfill our mission to help residents live fully every day.

Essential Responsibilities:

- Lead the planning, development, organization, implementation and evaluation of infection prevention and control program.
- Proactive prevention of dangerous infectious agents such as viruses and bacteria, outbreaks and epidemics.
- Implement prevention strategies including education/consultation for front line team members.
- Perform infection prevention and control surveillance, collection and implementation of best practices and data analysis.
- Identify trends/patterns and manage investigations of infections.
- Oversee and manage the screening and testing program for staff, essential caregivers and visitors.
- Manage staff assigned to screening and rapid testing area, including scheduling, hiring, orienting, coaching, training, performance management and disciplinary action where necessary.
- Lead and Chair the IPAC Committee meetings as well as all outbreak meetings
- Ensure IPAC policies and procedures are implemented according to legislative requirements, government directives and best practices.
- Actively participates in committees according to the terms of reference and areas of responsibility
- Oversee and manage the immunization program for all residents and team members.
- Co-ordinates, directs and monitors the effectiveness of all operational activities within the nursing department.
- Participates in the recruitment, employee and labour relations, orientation, occupational and non-occupational injury/illness, performance management, training, education and other people related functions of the home for respective department staff
- Oversees nursing processes to ensure that all documentation is completed in a manner that maximizes base funding and ensures access to other available funding initiatives.
- Contributes to the development of job routines for all nursing personnel and adjust job routines based on resident care needs.

- Responds promptly to concerns of residents and family members, mediating a satisfactory response to concerns and implements action plans to avoid reoccurrence of similar issues.
- Works in accordance with the organization's Health and Safety Policies and Procedures and in compliance with the Occupational Health and Safety Act
- Oversees infection control procurement and supply control to ensure personal protective equipment supplies in home are adequate
- Manager on call rotation, attendance in the home once every 9 weeks is required. Willing to flex hours for evenings and nights to support education on these shifts
- Performs other duties as assigned.

Key Qualifications:

- Bachelor of Science – Nursing or equivalent from an accredited university.
- Current registration with the College of Nurses of Ontario.
- A minimum of 3 years' experience in clinical nursing in a geriatric, long-term care, rehabilitation or chronic care setting. minimum of 3 years progressive management/leadership experience.
- Certification in Infection Prevention & Control (CIC) or Associate Infection Prevention and Control Certification (A-IPC) - or willingness to obtain within a timeframe identified.
- Strong Infection Prevention and Control management knowledge and skills.
- In-depth knowledge of applicable provincial regulations and standards: Long Term Care Act 2010 and its Regulations, Occupational Health & Safety Act and public health regulations.
- Successful annual completion of RAI MDS certification as per MOHLTC requirements for AIS
- Current basic cardiac life support certification (BCLS)
- Current N95 Mask testing
- Upon a conditional offer of employment, a Criminal Record Check, including a Vulnerable Sector Search, will be required

Salary (2022): 88,708 – \$103,778 (annual, commensurate with experience and qualifications)

Interested applicants are encouraged to apply on or before January 17, 2022 through the Careers page on our website: <https://www.kawarthalakes.ca>

We will accommodate the needs of applicants in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise Human Resources to ensure your accessibility needs are accommodated throughout this process.