

Director of Care – Victoria Manor, Kawartha Lakes, Ontario

The Director of Care provides overall accountability and leadership in the nursing department to support the delivery of resident care and services in accordance with the organization's vision, mission, and values and legislative requirements. Working in a team environment, the Director of Care ensures overall operations in the nursing department and effectively manages resources and services allocation to meet resident care needs.

RESPONSIBILITIES:

- Reports to the Executive Director
- Plans, coordinates, directs, and monitors the effectiveness of all operational activities within the nursing department
- Promotes a resident-centred care approach that engages residents, families, and team members to deliver care that meets individual resident needs
- Models and fosters an environment of positive customer service in all aspects of care
- Promotes a positive working environment for team members and external providers
- Leads the development of the annual nursing budget
- 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
- Manages and monitors all nursing envelope expenditures, explains monthly variances, and works with the Executive Director to identify corrective actions
- Ensures effective and efficient procurement and supply control procedures within the nursing department
- Delegates responsibility to nursing team based on clearly defined lines of authority and communication
- Establishes and maintains an effective quality and risk management system to ensure legislative regulations and standards are met
- Participates in strategic planning and accreditation activities
- Ensures that all required nursing committees are functioning within their terms of reference and areas of responsibility
- Participates in Support Services Committee Meetings as required and external committees as required
- Establishes a standard of practices within the nursing team to ensure that policies and procedures are followed and Nursing Practice Standards are met in accordance with College of Nurses Standards
- Consults with the Support Services Clinical Team on the development of policy and procedures

- Leads an effective recruitment, orientation, and performance management process for team members within the nursing department
- Establishes, monitors, and evaluates staffing patterns and work schedules in accordance with the nursing envelope budget and with Collective Bargaining Agreements, as applicable
- Collaborates with Nursing Leaders on learning needs and makes provisions for appropriate education and continuing team member development
- Ensures the implementation of a complete quality and risk management program for the nursing department
- Ensures the development of corrective action plans to address areas of risks and non-compliance in a timely manner, e.g. Provincial Regulatory Authorities, Public Health, Ministry of Labour
- Fosters positive working relationships with the union and employee representatives
- Actively participates in the evaluation of the mandatory clinical programs and Quality committees such as Resident Safety, Leadership & Quality, Professional Advisory Committee
- Work in accordance with the organization's Health and Safety Policies and Procedures and in compliance with the Occupational Health and Safety Act
- Performs other duties as assigned

QUALIFICATIONS & COMPETENCIES:

- Current registration as a Registered Nurse with the provincial College of Nurses
- Must have a minimum one year of experience working as a Registered Nurse in the long term care sector (ON)
- Must have a minimum of 3 years' experience working as a Registered Nurse in a managerial or supervisory capacity in the healthcare setting (ON)
- Bachelor of Nursing Science or equivalent post diploma education as asset
- Gerontological Nurse Certification (GNC) an asset
- Must have demonstrated leadership and customer service
- Strong oral and written communication to include computerized documentation systems

We offer a very competitive compensation package including benefits and pension plan.

If you are interested, please apply with your updated resume to resumes@hr-ondemand.ca

We are committed to maintaining inclusive, barrier-free recruitment and selection processes and work environments. If you are contacted in relation to this or any other job opportunity or testing, please advise a representative in a timely manner of the accommodation measures which are required in order to enable you to be assessed in a fair and equitable manner. All information received relating to accommodation measures will remain confidential. Please note that we will

not automatically consult accommodation requests from prior selection processes.