

JOB POSTING

File #: Non-Un 11-056

Employee Group: Non Union

Work Location: St. Mary's of the Lake Hospital Complex
Continuing Care

Vacant Position: Nursing Supervisor

Status: Part Time

Posting Period:
Dec 22, 2011 – 3:30 p.m. to
Dec 29, 2011 – 3:30 p.m.

Please direct inquiries to:
Liseta Medeiros, Recruitment & Staffing Specialist, (613) 548-7222 x 2772

Apply in writing quoting file # Non-Un 11-056 in subject line to: work@providencecare.ca or send fax to: (613) 544-6036

Applications submitted by email to work@providencecare.ca will receive an automatic notice of receipt.

All applicants are required to include an up-to-date resume outlining how their qualifications match position requirements.

All new hires to Providence Care must complete the Criminal Information Request/Vulnerable Sector Screen through your local Police Station. The cost is the responsibility of the applicant and this Criminal Information Request/Vulnerable Sector Screen must be successfully completed prior to the commencement of employment with Providence Care.

For a complete list of duties and qualifications, please obtain a job description from Recruitment & Staffing.

Job Summary:

Represents clinical and site administration during the evening tour of duty, as well as on days on weekends and statutory holidays. Uses clinical experience and knowledge and leadership skills to promote quality care and promotes utilization of best practices Focuses on the facilitation and provision of quality care consistent with current legislation, best practices, organizational policies and procedures, and the organization Mission Statement.

Qualifications:

- Registered Nurse with a Current Certificate of Registration from the College of Nurses of Ontario
- B.Sc.N. and management education preferred
- Three - five years recent, relevant experience in nursing
- Current CPR certificate
- Current First Aid, preferred

Skills and Knowledge:

- Demonstrated ability to manage crisis situations in an effective and appropriate manner
- Exceptional problem solving skills
- Excellent time management skills
- Excellent communication and people skills
- Competent with office/nursing computer software
- Demonstrated excellence in interpersonal, written and verbal communication skills including, ability to demonstrate tact and diplomacy with varied groups of stakeholders
- Demonstrated ability to establish courses of action for self and others to achieve optimal outcomes/results
- Demonstrated commitment to continued learning and effectiveness in promoting the value of learning and acquiring new information and skills to staff
- Demonstrated effectiveness with managing and mentoring staff to achieve desired performance outcomes
- Demonstrated effectiveness in identifying and analyzing situations and problems; finding viable solutions with consideration to total systems and strategies
- Demonstrated effective management of resources consistent with organizational, department and team goals
- Demonstrated effectiveness promoting compliance with professional and ethical practices, accreditation standards, and applicable legislation
- Demonstrated client-centred attitude and commitment to the mission, values and goals of the department and of Providence Care
- Demonstrated professional work attitude and behaviours in interaction with internal and external contacts
- Demonstrated effectiveness as a team member through collaboration, respect and effective communication

Working Conditions:

- Frequent exposure to high conflict situations, work environment frequently presents multiple competing priorities
- Occasionally directly participates in managing medical and behavioural emergencies, may result in unprotected exposure to body fluids, potential for secondary physical injury