



## Employment Opportunity

<b>Position Title:</b> Nursing Manager, Licensed Dementia Housing	<b>Position Number:</b> 2019-37
<b>Department:</b> Residential Care <b>Location:</b> Brentwood Bay, BC	<b>Days/Hours of Work:</b> Monday – Friday 37.5 hour/week and On-Call Assignments
<b>Remuneration:</b> Commensurate with Qualification & Experience	<b>Posting Period:</b> Until filled
<b>Start Date:</b> TBD	<b>Status:</b> Regular, Full-Time <b>Union:</b> Exempt

### JOB SUMMARY:

We are an award-winning and Accredited not-for-profit that helps people and improves lives through a range of programs and services, including two state-of the art residential care settings located in Brentwood Bay that provide a wonderful environment for seniors in need of specialized dementia care twenty-four hours a day. We offer a competitive salary and a rewarding, stimulating work environment.

Reporting to the Director of Residential Care, this position is responsible for all aspects of the operations and management of our 2 Licensed Dementia Housing Sites – Brentwood and Sluggett House. Primary duties include daily operation of the Dementia Housing Facilities, supervision of staff and professional RN support. In addition, the Nursing Manager ensures adequate staffing levels to ensure safe and appropriate care is provided to the residents within a social model of care, and to meet all contractual and regulatory obligations. The Nursing Manager is also responsible for the recruitment and retention, performance management, and all aspects of the employee relationship.

### DUTIES AND RESPONSIBILITIES:

- Develops policies, procedures and rules governing nursing, recreation, rehabilitation, and hospitality service delivery based on best practice and quality improvement.
- Ensures that the living environment and program of support for clients and families is structured to:
  - Be reassuring and familiar;
  - Be inclusive of personal preferences;
  - Allow for the maintenance and development of relationships;
  - Utilize knowledge of the clients past to inform the present; and
  - Promote of individual clients abilities and the maintenance of their mobility
- Responsible for ensuring adequate client and staff records are maintained in accordance with recognized professional and legal standards.

- Responsible for RAI MDS 2.0 and related care planning
- Provide professional registered nurse support to residents and staff
- Responsible for meeting all administrative requirements related to client selection admissions/exits in collaboration with Island Health access.
- Responsible for all aspects of managing tenancy and vacancy management as required by contractual agreements. This includes both subsidized and private suites.
- Assists in the development and monitoring of operational budgets for all aspects of operating the sites as required.
- Ensures the building is properly maintained to deliver the contracted services in collaboration with the Beacon Community Services property manager.
- Plans, develops and implement Quality Care Improvement initiatives utilizing quality care indicators.
- Plans, develops, and implements all procedures related to employee safety and RTW programs; including participation on the Joint Occupational Health and Safety Committee.
- Plans, develops and implements fire, earthquake and emergency procedures in collaboration with the Beacon Community Services property manager.
- Supports research activities as undertaken and related to Dementia Housing.
- Provides On-Call support as required.
- Ensures the consistent application and coordination of the Dementia Housing model and principles at housing sites.
- Acts as the primary liaison with Island Health, municipal and provincial officials regarding the care of residents as well as statutory requirements of the operation.
- Adheres to all Licensing Regulations.
- Is responsible for adequate liaison with the administrative support staff of Beacon Community Services and completion of all required administrative documentation.
- Performs related duties as required.

## **QUALIFICATIONS:**

- Registered Nurse with current BC College registration
- The ideal candidate will have at least five (5) years clinical experience including experience at the supervisory/management level. Clinical experience in residential care environment with individuals with dementia would be a definite asset.
- Demonstrated leadership ability in staff management program administration and budgeting preferred
- A valid B.C. Driver's License and access to a reliable vehicle is required
- A Clear Solicitor General Criminal Record Check
- Current First Aid and CPR Certification
- Current FOODSAFE or Food Handler's Certificate
- WHMIS Certification (renewed every 2 years)
- Access to a phone, computer and internet
- Able to effectively use a computer and electronic devices

## KNOWLEDGE, SKILLS AND ABILITIES:

- Effective leadership and interpersonal communication skills that promote a positive work environment
- Ability to work independently and as part of a team
- Ability to develop and nurture an environment that supports continuous quality improvement
- Effective critical thinking and conflict resolution skills
- Strong decision-making skills in a fast-paced environment
- Strong organizational skills including the ability to manage multiple competing priorities
- Effective verbal and written communications skills
- Experience leading change initiatives
- Proficient in the use of personal computers, electronic devices and applicable software applications

### **WE LIVE SAFETY!**

The safety of our clients, staff and volunteers is a priority of Beacon Community Services. We promote healthy and safe working conditions in all of our operations. We are committed to continuously improving safety and *it is essential to this position*. We further support safety through the active participation and co-operation of management, supervisors, workers and joint occupational health and safety committees.

## APPLICATIONS:

All interested applicants can [Apply Now!](#) quoting the position vacancy number 2019-37. Please note only those applicants who are selected to continue in the recruitment process will be contacted.