

Director of Resident Care – Administrative (3947)

Work Location: **Collingwood, ON**

Position Summary:

The Director of Resident Care – Administrative is primarily responsible for the daily planning and co-ordination of the administrative requirements related to resident care including scheduling, budgets, policies & procedures, strategic planning, relationship management, attendance management, purchasing of equipment, supplies and services, and providing leadership in health and safety. As a valued member of Long-Term Care and Seniors Services, the Director of Resident Care – Administrative demonstrates a commitment to resident safety by providing quality care in accordance with the organization's mission, vision and values. Duties within the Clinical Director of Care position may be required as needed.

Qualifications:

- Strong knowledge of health care principles obtained through the completion of a degree in Nursing. A certificate obtained from a Gerontology related program preferred.
- Current registration with the Ontario College of Nurses as a Registered Nurse.
- Geriatric related certifications would be an asset (RNAO certifications for BPG in LTC).
- Strong understanding of policies and related legislation or initiatives and their significance and potential impact.
- Very good leadership and supervisory skills and ability to interpret and apply employment policies and collective agreements.
- Strong interpersonal and communication skills.
- Strong planning and organizational skills.
- Strong time management and multi-tasking skills.
- Knowledge of word-processing and spreadsheet application skills.
- Criminal Records Check with Vulnerable Sector Screening that is less than six (6) months old at time of hire.
- As a condition of employment, candidates are required to submit documented results of TB testing, as per Public Health requirements.
- Valid G class drivers license and access to reliable vehicle.

Salary:

\$126,897.00 - \$154,391.00 per annum

To Apply:

View the job description in its entirety and submit your application online at <https://simcoe.hua.hrsmart.com/hr/ats/Posting/view/3947>

Deadline: October 22, 2025

Careers is a job posting service for AdvantAge Ontario full members. To advertise a position, email careers@advantageontario.ca. All listings are subject to editorial review.

The County of Simcoe thanks all applicants for their interest in this opportunity, but please note that only those candidates selected for an interview will be contacted. No telephone calls please. Personal information provided is collected under the authority of the Municipal Act (2001) and will be used to determine eligibility for employment. The Corporation of the County of Simcoe is an Equal Opportunity Employer, and will provide employment accommodation upon request.