

Director of Care – St. Joseph's Lifecare Centre

JOB SUMMARY

The Director of Care (DOC) plans, organizes, directs, and supervises the activities of the Clinical Team to provide quality resident care. On a daily basis, the Director of Care will enhance the effective management and quality of nursing practice in alignment with professional standards and expectations set out by governing bodies and internal policies and standards of care. The DOC is also responsible for the planning, management, and evaluation of clinical and resident services and works with the team to enhance quality of practice using best practice standards, and ensuring compliance to legislation, and internal policies.

KEY ACCOUNTABILITIES & SUCCESS CRITERIA

Including but not limited to the following duties:

- Ensure that the safety and privacy of residents is maintained in a homelike environment and that services are provided in a manner that empowers residents as partners in care and is supportive of families and the essential role they play.
- Ensure the provision of quality resident care through the delegation of appropriate functions to the clinical manager(s) and Associate Director of Care.
- Ensure that effective management systems, including reporting and internal structures, are maintained and compliant with all applicable legislation and all SJLCB standards, policies, and procedures.
- Provide for the allocation, optimum use, and evaluation of resources.
- Manage and monitor funding to establish and build on an effective model of care
- Ensure the appropriate delegation of duties, responsibilities, and accountability of all regulated staff.
- Oversee the development and maintenance of policies and procedures which reflect the philosophy, goals, and objectives of the organization.
- Ensure that services procured from external sources meets the required standards of safety and quality.
- Oversee the maintenance of effective documentation systems and procedures
- Facilitates effective and supportive relationships with representatives of the Ministry of Health and Long-Term Care, LHIN, OHT, Ontario Health at Home and other external agencies and organizations.
- Participate in labour relations, negotiations and grievance meetings as required
- Support best practices in care and support ongoing learning of staff
- Provide leadership and direction to the Associate Director of Care
- Key contact for resident physicians and ministry representatives
- Participate and/or lead committees (e.g., HPAC, QMEC, pharmacy, program planning, transitional care)
- Performs all duties in accordance with the legislation, the Standards of Practice of the College of Nurses of Ontario, the mission, vision, and values of St. Joseph's Lifecare Centre Brantford.
- Assist with the interpretation of policies and established standards as set out by relevant and pertinent legislative and regulatory bodies (CNO, MOHLTC, Health and Safety Act, etc.)
- Other duties as assigned by the Administrator or their delegate

Supervisory:

- Participate in both recruitment and retention initiatives for staff
- Participating as part of the Management Team and assuming on-call as part of a rotation with other members of the team

This position may be required to perform additional related job functions beyond this description.

QUALIFICATIONS & SKILLS

To perform this job successfully, the individual must be able to perform each essential duty. The requirements listed below are representative of the knowledge, skill, and/ or ability required.

Education and/ or Experience

- A Baccalaureate degree in Nursing (Master's degree preferred)
- Current registration as a Registered Nurse and a current certificate of competence with the College of Nurses of Ontario
- 5+ years nursing supervisory experience (LTC experience preferred)
- Comprehensive knowledge of standards set out by the Ministry of Health, Ministry of Long-Term Care and College of Nurses
- Strong understanding of risk/emergency management and techniques/procedures relative to LTC setting.
- Strong understanding of strategic planning processes required to develop appropriate short-term and long-term goals within department
- Must have a solid understanding of the accreditation process with Accreditation Canada and required safety procedures.
- Strong computer skills, including but not limited to Point Click Care, online learning platforms and Microsoft Office
- Strong verbal and written communication skills; able to prepare policies and procedures and communicate regarding best practices
- Superior planning and management skills
- Demonstrated ability to supervise and performance manage staff providing various levels of nursing and resident centred care
- Ability to work with minimal supervision and demonstrate sound decision making, time management, and administrative skills
- Self-motivated, results focused and able to follow through on initiatives effectively and efficiently
- Ability to prioritize and work efficiently and accurately to meet deadlines in a fast-paced environment
- Strong interpersonal skills, patience, and oral and written communication skills to effectively communicate with residents, the public, staff, and external service providers.
- Strong relationship building and teamwork skills
- Capacity to create an environment conducive to the well-being of residents and staff

St. Joseph's Lifecare Centre appreciates all responses. However, only candidates under consideration will be contacted.

St. Joseph's Lifecare Centre Brantford is an equal opportunity employer and strives for equity, inclusiveness, and diversity in all programs, facilities, and people. St. Joseph's Lifecare Centre Brantford is committed to creating a barrier-free, accessible organization, utilizing a collaborative approach in supporting persons with disabilities during the recruitment, assessment, selection, hiring, and the ongoing employment life cycle. Upon individual request, the Health Centre will endeavor to remove any barrier to the employment lifecycle to accommodate those employees with disabilities. Should any employee require accommodation through the employment lifecycle, please contact Human Resources.

Interested applicants are encouraged to apply through the SJLCB Careers Page at [Director of Care](#) or by forwarding their application to HR@sjlhc.ca .



St. Joseph's Lifecare Centre Brantford recognizes the importance of immunization to protect our residents, staff, and others from COVID-19. As such, subject to any verified medical exemption or accommodation required by applicable human rights legislation, it will be a condition of employment that all new hires have received all required doses of a COVID-19 vaccine approved by Health Canada.

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