



Snuneymuxw

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JOB POSTING

Home Care Nurse (Reposted)

JOB OVERVIEW

Reporting to the Home and Community Support Manager, the Home Care Nurse plans, organizes, and delivers the Snuneymuxw Home and Community Care (HCC) program; provides case management and direct home care nursing services; and provides functional supervision of all community nursing personnel. This is a full-time, permanent position.

JOB RESPONSIBILITIES

As the Home Care Nurse, you will be responsible for the following duties:

General Duties – Home and Community Care:

- Oversees and coordinates all HCC services in accordance with the best practice identified in Home and Community Care Guidelines as outlined by First Nations Health Authority and adapted under the authority of the Snuneymuxw Chief and Council.
- Ensures the effective and efficient delivery of all home care nursing services through the supervision of HCC staff including, but not limited to: Licensed Practical Nurse(s), Home Care Support worker(s) and home maker(s).
- Provides case management services to clients including the completion of case assessments and the provision of expert home nursing care as identified in client care assessments.
- Liaises with the home care nursing services of the Vancouver Island Health Authority to ensure care for Snuneymuxw clients as appropriate.
- Oversees and coordinates HCC program records and client charts; and the preparation and submission of activity reports in accordance with the requirements of the Snuneymuxw Health Department and its funding agencies.
- Develops and implements home and community care services based on evidence of health status and in collaboration with community members and the interdisciplinary health team of the snunéymuxw hulit leluṛn center.
- Participates in the preparation of HCC budgets.
- Initiates and participates in the preparation of operational policies.
- Develops and implements training programs of home care workers, including orientation programs for new employees.
- Identifies sources of funding for which HCC program may be eligible and assists in the preparation of funding proposals.
- Collaborates with colleagues as an active member of the snunéymuxw hulit leluṛn center team.



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- Works collaboratively with the physicians, nurses, mental health team who provide service from the snunéymuxw hulit leluṛn center, also works with Island health and Nanaimo Regional General Hospital (NRGH) staff.
- Strives to meet and exceed the national standards of accreditation.
- Actively seeks out and supports activities that promote client, staff, visitor, and contractor safety.
- Coordinate the diabetic foot care program.
- Assists in the coordination of elder luncheons.
- Assists in the coordination of building better babies' educational sessions.
- Wound Care management.
- Palliative Care management.
- Advanced Care Directives.

General Duties - Community Nursing Services:

- Participates in community health events and health center programs.
- Provides leadership to the home care team and functional supervision of this team.
- Maintains certification to participate in TB monitoring, flu clinics, and all adult vaccinations.

Decision Making

- Decisions are made relating to:
 - Services required to meet individual client needs, appropriate referral linkages, and follow up for clients within the health care system.
 - The deployment of staff in accordance with the skills, knowledge, ability, and personal suitability required to meet the needs of clients and their families.
 - Advocacy when a client requires a higher level of care.

Responsibility for Privacy and Security of Personal Information in roles of Data Steward (Privacy Officer) and Data Custodian.

- Protecting personal information and Community Information that is collected, used, and disclosed by snunéymuxw hulit leluṛn.
- Ensuring snunéymuxw hulit leluṛn center meets the legislative authorities for protecting privacy.
- Overall responsibility for information security, managing information assets, privacy, and security safeguards, auditing safeguards, managing, and collaborating on privacy breach investigations and acting on the outcomes of an investigation.
- The implementation and security of the information management systems, including information management systems shared with health care providers (e.g., First Nation Health Service Organizations, federal, provincial, and/or regional health care partners).
- Ensuring our health care partners and contracted organizations (e.g., information technology providers, facility managers, security providers, etc.) adhere to and support our Privacy and Security Framework.
- Approving information Sharing Agreements and ad-hoc requests for personal and /or community information.
- Advocating for the approval and improvement of the privacy and security framework.
- Implementing approved privacy and security policies and procedures



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- Ensuring the privacy and security framework enables the balance between protecting personal and community information while meeting the business requirements of our organization, the community leaders, and members.
- Advocating for the stewardship and protection of the community information under the management of another organization.

Responsibility for Resources

- Recommends the pre-authorization of overtime, leave and the approval of expense claims related to the home care program.
- Recommends equipment and supplies purchases related to home care program.
- Perform other tasks and duties as assigned.

JOB REQUIREMENTS

Education:

- Baccalaureate Degree in Nursing (or Registered Nurse diploma with equivalent experience of 8 years) and the ability to apply nursing knowledge (i.e., processes, conceptual frameworks, nursing practice theories and principles, CRNBC clinical guidelines and standards).
- Registered with the British Columbia Registered Nurses and Midwives (BCCN&M)
- Occupational First Aide Certificate and/or CPR (Level "C").
- Successful completion of training in Food Safe, WHMIS, ASSIST and Transportation of Dangerous Goods.

Experience:

- Program management experience, including the supervision of subordinate staff members.
- Previous working experience within/with Indigenous communities is an asset.

Knowledge, Skills, and Abilities:

- Able to create a teaching plan to help educate other caregivers and family members on how to care for the client.
- Able to demonstrate cultural safety, trauma informed practice
- Able to work independently
- Strong problem-solving and analytical skills
- Excellent written and verbal communication
- Up-to-date knowledge of medical practices and equipment.
- Able to oversee scheduling of staff/clients
- Knowledge, skills, and experience with an electronic medical records system (preferably Med Access).
- Knowledge of program development and fact-finding methods and approaches to establishing new approaches to community nursing service delivery.
- Knowledge of the full range of medical, hospital and community support services that may be required by clients and their families.
- Possesses a valid Class 5 BC Driver's License and appropriate insurance for work.
- Must have own reliable vehicle and a clean drivers abstract



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- Compass, and a love for nursing.
- BC CDC certification for TB screening and ability to participate in flu clinics and administering all adult vaccinations.
- Able to provide clean record check.
- Knowledge of cultural safety principles and working within First Nations health and social development areas, understanding social determinants of health is preferable.

SPECIAL REQUIREMENTS

1. Must be able to obtain and maintain a Criminal Records Check
2. Provide proof of valid Covid-19 Vaccine Pass
3. Must possess a Class 5 BC Driver's license and appropriate insurance for work.
4. Must provide copies of all professional certificates and designations.
5. Must be able to work effectively in a variety of settings and in a cross/cultural situation and be knowledgeable of the services available in the community.
6. Must demonstrate strong morals and ethics.
7. May be required to work additional hours to meet operational needs when necessary.
8. Must conduct themselves in a friendly, courteous, and professional manner.
9. Must show a positive and helpful attitude and demonstrate to be trustworthy, dependable, and punctual in all workplace activities.
10. Must be able to maintain strict confidentiality in performing duties and demonstrates personal attributes of integrity, respect, trust, honesty, compassion, and accountability.

Please submit your current resume and cover letter to:

Snuneymuxw First Nation
Attention: Human Resources
668 Centre Street, Nanaimo, BC, V9R 4Z4
or email: HR@snuneymuxw.ca Fax: 250-753-3492

Deadline Date: January 19th, 2023 at 4PM PST



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Snuneymuxw Standards

Our values will guide us towards becoming a stronger, more effective organization with a positive and mutually beneficial work environment for everyone.

Achievement

- Deliver what matters
- Ensure clarity of direction and unity of purpose
- Inspire excellence and strive for outstanding results

Collaboration

- Work together to build successful teams and partnerships
- Be open, inclusive and share knowledge
- See, provide, and act on feedback

Community Commitment

- Know our community and put them first
- Listen to and understand community needs
- Be responsive, close the loop and deliver on promises

Integrity

- Own your actions, successes, and mistakes
- Act with transparency, honesty, and respect
- Do what you say you will do

Innovation

- Look for ways to improve and create positive change
- Think broadly and take a wider viewpoint
- Be responsive to new ideas and opportunities