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P.O. BOX 5000

OHSWEKEN, ONTARIO

N0A 1M0

CLINICAL NURSE SPECIALIST
LTC/HCC
HEALTH SERVICES
FULL TIME

Applications will be received by Grand River Employment & Training (GREAT) and Six Nations Council up until 4:00 p.m. EST, **Wednesday November 15, 2017**, for a full-time Clinical Nurse Specialist with LTC/HCC, Health Services Department. The Six Nations Council Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications will now be accepted through recruitment@sixnations.ca. **NO LATE APPLICATIONS ACCEPTED.**

JOB SUMMARY: Under the direction of the LTC/HCC Manager. The Clinical Nurse Specialist will work collaboratively within the established Memorandum of understanding between Six Nations Elect Council and St. Joseph's Lifecare Centre/Stedman Community Hospice. Nurse Clinician with expertise in hospice palliative care with an interest in making a strong contribution to the advancement of nursing practices, with the support of Stedman Community Hospice and the HNHB model of Shared Care Outreach Teams for the specialty of hospice palliative care within the policies and procedures established by Six Nations Elected Council.

SALARY: To be determined

BASIC QUALIFICATIONS:

- Bachelor of Science Degree in Nursing; Masters Degree an asset;
- Current Nurse Registration from the College of Nurses of Ontario;
- Canadian Nursing Association Certification in Hospice Palliative Care and/or other related training in Hospice Palliative Care an asset;
- Minimum 3-5 years of recent related clinical experience with expert knowledge in hospice palliative care;
- Evidence of progressive leadership, mentoring and coaching experience and responsible positions within nursing;
- Strong communication skills with expertise in intra and interprofessional communication strategies;
- Strong consultation skills with expert knowledge of models of consultation and their application with individuals, teams and with community service providers;
- Excellent organizational, interpersonal, problem solving and decision making skills;
- Research and/or program evaluation experience with knowledge of evidence based processes including appraisal of research, application of findings and collaboration on research projects;
- Knowledge of computers including MS Office (eg. Word, PowerPoint, Access, Excel)
- Must have valid driver's license and ability to drive and use own car.

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1:

1. Printed, filled in and authorized Six Nations Council Application for Employment Form.
2. Covering letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume – resume must clearly show that you meet the Basic Qualifications of this position as stipulated above.
4. A photocopy of your education diploma/ or transcript.
5. A photocopy of your driver's license, current membership of Registration from the College of Nurses of Ontario.
6. Place all documents listed above in a sealed envelope and mail to or drop off at:

CLINICAL NURSE SPECIALIST – Full-Time
 c/o Reception Desk
 Grand River Employment & Training (GREAT)
 P.O. Box 69
 Ohsweken, Ontario N0A 1M0

OR

Method #2:

1. Printed, filled in and authorized Six Nations Council Application for Employment Form.
2. Covering letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume – resume must clearly show that you meet the Basic Qualifications of this position as stipulated above.
7. A photocopy of your education diploma/ or transcript.
4. A photocopy of your driver's license, current membership of Registration from the College of Nurses of Ontario.
5. Scan and email all documents listed above to recruitment@sixnations.ca.

ONLY THOSE APPLICANTS RECEIVING AN INTERVIEW WILL BE CONTACTED



POSITION DESCRIPTION – HEALTH SERVICES

POSITION TITLE: Clinical Nurse Specialist

REPORTING RELATIONSHIP:

Reports to and works under the direction and supervision of the Manager of the Long-Term Care/Home & Community Care Program. Works collaboratively within the established Memorandum of Understanding between Six Nations Elected Council and St. Joseph's Lifecare Centre/Stedman Community Hospice.

PURPOSE & SCOPE OF THE POSITION:

Nurse Clinician with expertise in hospice palliative care with an interest in making a strong contribution to the advancement of nursing practice, with the support of Stedman Community Hospice and the HNHB model of Shared Care Outreach Teams for the specialty of hospice palliative care.

The key role will be: building community capacity and driving the advancement of nursing knowledge and practice providing consultation and education on matters related to the practice of hospice palliative care, contributing to the culture of research and evidence based practice and providing leadership to community nurses in support of the HNHB hospice palliative shared care outreach team practice model.

KEY DUTIES & RESPONSIBILITIES:

1. Technical Functions:

- According to the path of care; referrals will be received for the Six Nations Palliative Care Program from all access points
- The Clinical Nurse Specialist will work in collaboration of the Palliative Shared Care Team and the LTC/HCC Case Managers to:
 - Assess and support treatment plans within the philosophy of client and family focused care.
 - Demonstrates consultative and team oriented approach to hospice palliative care.
 - Provides ongoing consultation and collaboration with community service providers in the provision of care to clients requiring hospice palliative care.
 - Demonstrates advanced problem solving and decision making skills.
 - On call (monthly rotation after hours and weekends)

2. Communications Functions:

- Provides superior clinical communication and leadership skills.
- Effective liaison with Supervisors, staff, community members and the general public.
- Preparation of documentation as per the College of Nurses standards of practice.

3. Administrative Functions:

- Preparation of information required by the position to include reports, briefing notes, updates and correspondence.
- Demonstrates commitment to professional development and life long learning.
- Participates in research initiatives related to hospice palliative care.
- Valid driver's license and willingness to travel throughout the region.

4. Other Functions:

- Performs other related duties as assigned by immediate supervisor
- Performs projects as assigned
- Provides support to the Six Nations Emergency Measures Plan by ensuring awareness of the Emergency Measures Plan and assistance as instructed by the Director of Health Services.
- It is the responsibility of the employee to be aware of and adhere to all policies and procedures, including those that relate to client safety, staff safety and risk management.

WORKING CONDITIONS:

- Working as a high public profile, extensive public contact and is subject to deadlines and interruptions.
- Working with considerable out-of-office contact.
- Working may at times be subject to unscheduled hours and on call.

WORKING RELATIONSHIPS:

With the Manager of the Long-Term Care/Home & Community Care Program

Receives direction, guidance, and encouragement; discusses plans and priorities.

With Department Staff

Liaises, cooperates and provides encouragement; maintaining control through teamwork and direction.

With Other Staff

Maintains cooperation and consideration with all staff members.

With External Agencies

Represents and promotes Six Nations interests relative to Health Services; seeks to develop close working relationships.

With the Public

Represents and promotes the health service interests of Six Nations; works in a courteous, cooperative, positive and proactive manner, provides information as requested.

KNOWLEDGE AND SKILLS:

Minimum Requirements:

- Bachelor of Science Degree in Nursing; Masters Degree an asset
- Current registration with the College of Nurses of Ontario
- Canadian Nursing Association Certification in Hospice Palliative Care and/or other related training in Hospice Palliative Care an asset.
- Minimum 3-5 years of recent related clinical experience with expert knowledge in hospice palliative care.
- Evidence of progressive leadership, mentoring and coaching experience and responsible positions within nursing.
- Strong communication skills with expertise in intra and interprofessional communication strategies.
- Strong consultation skills with expert knowledge of models of consultation and their application with individuals, teams and with community service providers.
- Excellent organizational, interpersonal, problem solving and decision making skills
- Evidence of continuing professional development
- Research and/or program evaluation experience with knowledge of evidence based processes including appraisal of research, application of findings and collaboration on research projects.

Other Related Skills:

- Attention to Quality; seeks to understand customer requirements and improve quality of service delivery.
- Change Management; understands the purpose of change and adopts new approaches and practices in context of own work
- Interpersonal Communication; good written and verbal communication skills
- Integrity; consistently promotes and demonstrates organization values and activities
- Ability to establish and maintain effective relationships with service providers
- Advanced chart and client report writing skills
- Customer service and interpersonal skills
- Knowledge of computers including MS Office (e.g. Word, PowerPoint, Access, Excel)
- Decision making, planning, organization and time management skills.
- Strong organizational skills and attention to detail
- Must have valid driver's license and ability to drive and use own care.
- Available to work 28 hours per week between Monday to Friday and to be On Call as part of the Stedman Hospice Mentoring Team
- Other duties as assigned

IMPACT OF ERROR:

Errors in judgement and in the conduct of duties could lead to loss credibility, poor public relation, confusion, duplication of effort and misinformation being given to the Director of Health Services, Human Services Committee, Six Nations Elected Council, Government Agencies and the public.

CONTROL:

Guiding principles set by Health Services Department and Six Nations Elected Council. Works ~~within the administrative policies and procedures established by the Six Nations Elected Council~~ for the Health Services Department and other legislation provided by the respective governments.



APPLICATION FOR EMPLOYMENT
With the Six Nations Council

PART I GENERAL INFORMATION

Application for: (Job Title)			Closing Date:		
Name of Applicant:	First Name	Initial	Last Name	Band & Number(if applicable)	
Mailing Address (R.R.#, Blue # & Address)			Home Phone.	Alternate Phone No.	
City or Town or Village	Province	Postal Code		Email Address	
<p><i>Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply; applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations Community. Based on the need to provide qualified professional services only those applicants meeting the minimum requirements will be invited for an interview.</i></p>					
Do you have specific needs to be accommodated? If so, in what manner?	Do you have the valid required license(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have a valid First Aid/CPR Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you had WHMIS Training? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<p>If you have previously worked for Six Nations Council, please answer the following:</p> <p>Length of time worked _____ Months _____ Year(s) Dates Employed: _____</p> <p>Reason for Leaving _____</p>					
<p>Permission for GREAT to keep a copy of application to assist in seeking/obtaining employment.</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>					
<p>Have you ever been convicted of a criminal offence for which a pardon has not been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>					
<p>Do you wish to work <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary/Casual</p>					
<p>Some positions may require a medical examination as it pertains to the position and will be requested if you are the successful candidate. Would this present a problem for you? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>					

PART II EDUCATION

Year Last Attended	Level Completed	Secondary School					College or University					Graduate or Professional				
		9	10	11	12	13	1	2	3	4	5	1	2	3	4	5
Certificates, Diplomas, Degrees obtained																
Course of Study Taken																
List any specialized Training, Apprenticeship Skills, Awards, Professional Designations, and other Education																

PART III WORK HISTORY	
I Present or Last Employer	Address:
Type of Business:	Telephone Number:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	

II Previous Employer	Address:
Type of Business:	Telephone:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	

III Previous Employer:	Address:
Type of Business:	Telephone Number:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	

We will be contacting your present and any previous employers listed for a reference check. Besides your Immediate Supervisor who else should we ask to speak with? (List name, job title & phone number)	
1. _____	
2. _____	

****PLEASE READ CAREFULLY****

YOU ARE REQUIRED TO PROVIDE PROOF OF YOUR EDUCATIONAL QUALIFICATIONS AS IT PERTAINS TO THE JOB DESCRIPTION. PLEASE ATTACH A COPY OF YOUR DIPLOMA, DEGREE, CERTIFICATE OR TRANSCRIPT WITH YOUR COVERING LETTER, RESUME AND APPLICATION FORM

By signing this application you are consenting for this employer to contact your previous employers for references.

Authorization:

I have completed this application to the best of my ability and the foregoing statements are correct to the best of my knowledge. I do understand that any misrepresentation may disqualify me from employment or be cause for dismissal. If I am hired, I shall abide by all policies and procedures of the Six Nations Council which includes serving an initial probationary period.

Applicant's Signature

Date