



**KTUNAXA
NATION**

We invite you to apply for the position of...

KTUNAXA PCN NURSE MANAGER

SOCIAL SECTOR

PERMANENT POSITION - FULL TIME

The Ktunaxa Nation is characterized by the spirit of courage, initiative, innovation, perseverance, and leadership that it has brought to the work of preserving and protecting both the past and the future of its people. This has been accomplished through the exceptional commitment and vision of its human resources. It is therefore expected that employees who represent the Ktunaxa Nation will be committed to honouring the spirit of the Nation's work by putting their best into all that they do and by conducting themselves at all times ethically, professionally, and respectfully.

POSITION SUMMARY:

In accordance with the established vision and values of the Ktunaxa PCN Nurse Manager (KNCM) practices in accordance with the standards of professional practice and code of ethics as outlined by the British Columbia College of Nurses and Midwives (BCCNM) as well as within the Ktunaxa Nation Social Sector Practice Framework.

The KNCM is responsible for the coordination of day-to-day operations and quality client care within designated clinical areas and supports the seamless movement of clients through the healthcare system and in accessing appropriate resources. The PCN Nurse Manager supervises as well as serves as a role model and a resource to staff for clinical decision-making, the clinical assessments of clients and the counselling and education of families. The PCN Nurse Manager reviews and makes recommendations on the development of administrative systems such as policies, procedures and standards of client care, adequate staffing levels, and a continuous quality improvement environment. The role involves liaison with an interdisciplinary team for the identification, coordination and efficient utilization of resources.

The PCN Nurse Manager is responsible for working in direct collaboration with an inter-professional care team and defined network of Primary Care Physicians/Nurse Practitioners to conduct integrated care planning, offer client assessments/clinic visits, and provide ongoing monitoring and self-management support follow-up for clients (adults, seniors, pediatrics) and/or those with multiple chronic conditions, either in an individual or group setting and often directly within the family physician/nurse practitioner office.

The PCN Nurse Manager plays the lead role in comprehensive and coordinated primary care. The role provides leadership and supervision to the broader health clinic team including nursing and MOA staff; and works closely to align clinic services with community-based mental health and substance use teams, to promote integrated care and support clinic operations and optimization. While also, the PCN Nurse Manager provides direct nursing care to clients in primary health care, community or patient home setting through assessment, planning, implementation and evaluation of care delivery. The PCN Nurse Manager will provide holistic care to individuals to achieve safe, realistic and reasonable healthcare goals and to maintain optimal health through the provision of information/health promotion, disease prevention and treatment/care management services.

DUTIES AND RESPONSIBILITIES:

DUTIES & RESPONSIBILITIES

Planning

- Direct the development, implementation and monitoring of Health strategic and operating plans.
- Oversee development of staff work plans and their alignment with broader strategic and operating plans.
- Ensure that the interests of the Ktunaxa Citizens, Communities and Government are included in the development of Health plans.
- Participate in Ktunaxa Nation strategic planning processes and the development and implementation of integrated Health work plans.
- Anticipate short and long-term health issues and concerns, identify, and prepare solutions for implementation and/or recommendation to Social Sector and Council as required.
- Assist with the development and implementation of Health Transition strategies to ensure a smooth transfer of self-government authorities to Communities.

Programming

- Provide leadership, technical advice, support and direction in the development and delivery of programs that meet the needs of the Nation.
- Coordinate Ktunaxa Health Authority programs with those of other governments.
- Ensure Sector has appropriate laws, standards and policies in place to manage program authority effectively.

Administration

- Oversee the development and submission of reports.
- Ensures that appropriate policies and procedures are developed, communicated and implemented.
- Prepare and present, written and verbal, consolidated Health Services reports as required.
- Monitor operations regularly for effectiveness, professionalism and compliance with internal and external obligations.

Communication

- Demonstrated ability to communicate effectively with clients, families, the public, medical staff and the members of the interdisciplinary team using verbal, written and computer communication means.

Evaluation

- Oversee regular review of Health services, Staff and Programs.
- Evaluate overall effectiveness and capacity of Health Department to achieve goals and develop and implement measures for improvement, where required.
- Evaluate the effectiveness of resource use and mechanisms of allocating funding to programs and services and make recommendations for improvement, where required.

Networking

- Represent Health Services interests as directed, in negotiation with government and private sector.
- Act as Sector liaison with Councils, staff, contractors, government departments, private sector and other First Nations and aboriginal organizations as authorized.
- Maintain regular and effective communication amongst and between Health operations.
- Initiate, develop and maintain relationships and liaison with external agencies as required to achieve Health goals.

QUALIFICATIONS

Academic Preparation

- Graduation from an approved School of Nursing with current practicing registration with the British Columbia College of Nurses and Midwives (BCCNM).

Experience

- Three (3) years of recent related clinical nursing experience in the assigned practice area, including experience developing and providing formal education to clients, families, the public, and other health professionals; or an equivalent combination of education, training and experience.
- Three (3) Years of management experience in a health care setting.
- Excellent written and oral communication skills that can be adapted to a wide variety of audiences
 - Produce a variety of documents that are succinct in a timely fashion
- Advanced clinical skills training in the assigned practice area.
- Experience working within an Indigenous context.
- Negotiation, problem-solving and conflict resolution skills
 - Resolve conflict and work out collaborative solutions
- Excellent listening and keen observation skills
- To work independently and as part of a team
- Word processing and Excel spreadsheet skills/applications
- Current BC Valid Drivers License

The Ktunaxa Nation Council is committed to providing and maintaining a safe and healthy work environment for all employees and the people, Communities and Bands that we serve. Successful candidates must be fully vaccinated against infection by COVID-19. Candidates who are unable to be vaccinated due to a personal characteristic protected under applicable human rights legislation may request to be exempt from this requirement.

Ktunaxa candidates are encouraged to apply; support to apply for this position can be accessed through the Education and Employment Sector Service Center. Ktunaxa Applicants are encouraged to apply for this position regardless of experience or qualifications as on-the-job training may be considered.

Come with your willingness to learn!

Please submit your cover letter and resume telling us what attracts you to the position and how your experiences relate.

**Human Resources
Ktunaxa Nation Council
PO 7825 Mission Road
Cranbrook, BC V1C 7E5
KNC-HR@ktunaxa.org
Fax: (250) 489-2438**

CLOSING DATE: OPEN UNTIL FILLED

We thank those who apply; however, only those selected for an interview will be contacted.