



**TEMPORARY FULL TIME  
ASSOCIATE DIRECTOR OF CARE**  
**Posting # LL2024-072**  
**\$92,625-\$119,535 annually**

**MANDATE:**

Under the direction of and in collaboration with the Director of Resident Care, develop structures and processes within the nursing department to achieve safe and effective resident care. Plan, direct and coordinate all activities necessary for the daily management of all resident neighborhoods. Ensure that quality nursing and personal care is provided for residents in accordance with the Fixing Long-Term Care Act (2021) and its supporting regulations 246/22. Provide leadership, mentorship, supervision, coaching and direction to all nursing staff. Responsible for the Resident Assessment Instrument – Minimum Data Set to promote care of residents, ensure accuracy and maximize funding through standardized assessments. Responsible for the Quality Management program and Clinical Education. Provide oversight of and leadership for specialized programs in collaboration with the Nursing Leadership team. Ensure that staff and contractors comply with relevant Health and Safety legislation and corporate/departmental policies and procedures. Ensure ongoing monitoring and reporting of occupational health and safety issues in the workplace.

**QUALIFICATIONS:**

Possesses a 4-year Bachelor of Science Degree in Nursing as well as a minimum of 6 years' progressive experience including supervisory. Alternatively, you are a Registered Practical Nurse with relevant experience and actively participating in a BScN program. You are in good standing with current registration with the College of Nurses of Ontario who is passionate about the provision of the highest quality of care to older adults. Experience working as nursing leader in Long Term Care environment is an asset. Experience providing supervision as well as providing assistance with hiring decisions, performance appraisals, and discipline of staff. Well-developed communication skills including experience dealing with sensitive information with residents, families, physicians, staff members and external providers. Experience with the administration of employment and organizations policies and collective agreements. As an experienced, collaborative leader, you will demonstrate the ability to show initiative, innovation and the ability to work independently. You are a team player with strong team building skills and possess the ability to be flexible and adaptable to changing environments. You have creative and innovative ways of providing care in partnership with the resident/decision maker/family. Must meet job demands, physical and cognitive.

This position is evaluated at Level 11 (\$47.50 - \$61.30) per hour of the 2024 NUG Salary Grid. **Starting as soon as possible until May 2025, with the possibility of extension.**

**What we offer: Competitive compensation, Ontario Municipal Employers Retirement System (OMERS) pension plan, Employee Assistance Plan (EAP), training and development opportunities**

Lanark County employee slogan is "*Working Together to Achieve Greatness.*" If you embrace this ideal, we look forward to receiving a detailed resume, **quoting posting number LL2024-072, no later than Wednesday, May 22<sup>nd</sup>, 2023** addressed to: Lanark County, Human Resources, Administration Building, 99 Christie Lake Road, PERTH, ON, K7H 3C6; Fax #: 613-267-2539; Email: [ljjobs@lanarkcounty.ca](mailto:ljjobs@lanarkcounty.ca)

**When emailing your application, please ensure your cover letter, résumé and any other related documents are submitted in one file preferably MSWord (.doc or .docx) or Adobe (.pdf).** Email subject line should include your "name" and job posting number "LL2024-072" (example: Jane/John Doe LL2024-072).

Lanark County is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the County's goods, services and facilities. **If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

*Note: Personal information collected from applications is collected under the authority of the Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Human Resources Department at the address indicated above.*