



# HAISLA NATION COUNCIL

PO Box 1101, Kitamaat Village, BC, V0T 2B0 | (250) 639-9361  
Toll Free: 1-888-842-4752 | Fax: 250-632-2840 or 250-632-4794

## **Haisla Nation Council has an immediate opening for a Temporary/full time: Home Care Coordinator**

### **Duties:**

- Administer the Home Care Program in order to ensure that the program is delivered in an appropriate, caring and respectful manner;
- Ensure that care is provided according to all relevant policies, procedures and regulations;
- Ensure that Patient Care Aides are trained to administer the required care;
- Attend discharge planning and identify persons requiring home care and client needs;
- Establish and maintain a current accurate confidential client reporting system;
- Consult with family members and other supports to ensure that care is on-going and that all client needs are identified and met;
- Provide Home Care to elders, disabled persons, and others in the community with identified needs;
- Monitor scheduling and transportation of Home Care clients to appointments and activities;
- Assist with exercises, physiotherapy and other medical plans;
- Monitor blood pressure and other physical conditions, as required;
- Liaise with all family, medical and other resources, as required;
- Advocate on behalf of clients for additional services and resources, as required;
- To follow HNC Personnel Policy and Manual;
- Perform other related duties as required.

### **Qualifications:**

- Bachelor's degree in Nursing including community health nursing or Registered Nurse with Public Health/Community Health Diploma
- Licensed to practice nursing in BC under the Registered Nurse Act and a member in good standing with the College of Registered Nurses of British Columbia (CRNBC)
- Valid BC Driver's License
- Three years experience in health programs management and/or home care nursing
- Knowledge of and skill in community organization and group dynamics, as well as working with First Nations health and social issues
- Must be willing and able to pass a police information's check
- A Licensed Practical Nurse (LPN) with relevant years of experience in the field may apply

Interested individuals should submit a cover letter and resume which must include names of three references and the express permission for HNC to contact these references to: (note: please add to resume package copy of your certificates beforehand along with police information's check)

**Stephanie McClure, Human Resources Manager**

Haisla Nation Council

Haisla PO Box 1101

Kitamaat Village, BC V0T 2B0

Phone (250) 639-9361, ext. 114      Fax (250) 632-2840

Email: [HNCJobs@haisla.ca](mailto:HNCJobs@haisla.ca)

**No later than 4 pm on Friday August 16, 2019**

***We thank all applicants for their interests, however, only those short-listed will be contacted.***