

**Internal / External
22-79**

Position:	REGISTERED DENTAL HYGIENIST		Number of Positions:	1
Classification:	FULL-TIME	NON-UNION	FTE:	1.0 = 35 HOURS PER WEEK
Department:	CLINICAL SERVICE		Program:	ORAL HEALTH – DENTAL CLINIC
Location:	GRAVENHURST		Anticipated Date of Hire:	DECEMBER 12, 2022
Salary Range:	\$40.53 – 45.39 HOURLY		Posting Date:	NOVEMBER 2, 2022
Criminal Record Check:	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		Vulnerable Sector Screening:	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Purpose of Position:

To provide clinical preventive services to eligible seniors for the Ontario Seniors Dental Care Program in addition to children, teens and adults on publicly funded dental programs. Clinical service delivery is provided in SMDHU's fixed dental clinics. Support awareness, access and utilization of publicly funded programs, notably Ontario Seniors' Dental Care and Healthy Smiles Ontario. Documentation of clinical findings and client notes using electronic dental software.

See Registered Dental Hygienist position description for further details.

Responsibilities:

Oral health assessment including taking digital radiographs as prescribed.

Maintain client records in accordance with the College of Dental Hygienists of Ontario recordkeeping guidelines using electronic dental software.

Provide direct provision of appropriate preventive services such as debridement, topical fluoride application.

Provide oral health promotion and Healthy Smiles program promotion to clients.

Provide Infection Prevention and Control Standards.

Contribute to team and agency effectiveness.

Specific knowledge, skills, abilities:

- Advanced assessment, judgment, clinical and case management skills relating to dental health of individuals at high risk of dental disease;
- Advanced interpersonal, oral and written communication skills;
- Intermediate skills in Microsoft Word, Excel and Outlook;
- Intermediate organization and planning skills;
- Comprehensive knowledge of infection prevention and control standards;
- Intermediate research skills, including the collection, analysis and presentation of data;
- Valid driver's license and reliable vehicle or the ability to travel in a timely and efficient manner to locations within and outside the health unit district.
- Able to work independently within established parameters and to function effectively as a member of a team.

Education:

- Community College Diploma in Dental Hygiene.
- Must be a Registered Dental Hygienist in good standing with the College of Dental Hygienists of Ontario, with self-initiation status.

Related Experience:

- Minimum 3 year's relevant experience as a Registered Dental Hygienist.

Preference will be given to candidates with the following qualifications which are considered assets in this competition:

- Previous experience working with Cleardent or another electronic/paperless documentation practices;
- 3 - 5 years clinic dental experience as a Registered Dental Hygienist;
- Previous experience with seniors, adults and/or children on publicly funded dental programs.

Deadline: 4:00 pm, WEDNESDAY, NOVEMBER 16, 2022

This is an internal non-union posting. External applicants may be considered when the internal recruitment process does not result in a successful internal candidate.

If interested in applying for this position, forward résumé with cover letter to Human Resources at hr@smdhu.org referencing posting # **22-79** in the subject line

For internal SMDHU applicants interested in applying for this position, please forward your completed application to Human Resources at hr@smdhu.org referencing posting #**22-79** in the subject line. Your formal application consists of submitting both an up-to-date résumé and a separate cover letter outlining how you meet the requirements and qualifications of this position. Please ensure you indicate in your application that you have the requirements and qualifications listed for this position otherwise it will be deemed you do not have them.

For External Applicants Only:

If interested in applying for this position, forward résumé with cover letter to Human Resources at hr@smdhu.org referencing posting # **22-79** in the subject line.

Due to the large volume of applications we receive, and to ensure your application is given due consideration, we kindly request all applications for this position include both an up-to-date resume, and a detailed cover letter including specific examples of how you meet the required qualifications and skills for this position. The cover letter is to clearly identify:

- a. How your education meets the educational requirements listed.
- b. How your experience meets the experience requirements listed.
- c. How your experience meets each of the required knowledge, skills and abilities listed.
- d. How your education and/or experience meet each of the listed assets, which are considered preferences.

Applicants who fail to satisfactorily provide the information requested above in their cover letter will be deemed to not meet the minimum job requirements listed in this job posting. Accordingly, their application will not be considered in this competition.

Following submission of your e-mailed cover letter and resume, you will receive a standard reply e-mail confirming your e-mail was received by SMDHU. If you do not receive this confirmation e-mail your electronic application was not received and you will not be considered. Also, if SMDHU's confirmation e-mail is dated/timed after the posting deadline, your application will not be considered.

If selected for an interview, candidates may be assessed through testing and/or by providing a presentation/portfolio highlighting examples of their work that is applicable to the position being applied to.

Up to date COVID-19 vaccination is an essential requirement of the job. An individual is “up to date” on their vaccinations if they have received all doses recommended by the Ontario Ministry of Health in their primary series of COVID-19 vaccine, including relevant booster doses based on established eligibility criteria and having received the final dose of the COVID-19 vaccine at least 14 days ago. SMDHU is an equal opportunity employer. The possibility of accommodation will be considered during the hiring process.

The Simcoe Muskoka District Health Unit is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process upon request. Due to the number of qualified applications we receive, only those selected for an interview will be contacted. All candidates must be legally entitled to work in Canada.