

**Internal / External
22-91**

Position:	INFECTIOUS DISEASES - REGISTERED PRACTICAL NURSE		Number of Positions:	3
Classification:	CASUAL	NON-UNION	FTE:	1.0 = 35 HOURS PER WEEK
Department:	CLINICAL SERVICE		Program:	COVID-19 INFECTIOUS DISEASES
Location:	BARRIE		Anticipated Date of Hire:	JANUARY 3, 2023
Salary Range:	\$37.27 – 41.74 HOURLY		Position Duration:	ANTICIPATED TO LAST UP TO DECEMBER 29, 2023, WHICH MAY BE SUBJECT TO AN EXTENSION IF REQUIRED
			Posting Date:	NOVEMBER 9, 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:

The Infectious Diseases - Registered Practical Nurse (ID - RPN) in the Infectious Diseases Program is an integral team member providing infectious disease and infection prevention and control support to individuals and community settings. Currently many aspects of the portfolio are centered around the COVID-19 phone line response: provides consultation to the general public and cases and contacts of COVID-19; provides consultation and support to institutional and high-risk settings regarding outbreaks; participates in public health call center activity by responding to calls and ensuring appropriate referrals; performs all required documentation including utilizing electronic databases. The ID-RPN may be assigned to other duties as required to further support the agency's COVID-19 response.

Responsibilities:

- Responds to general infectious diseases inquiries from the public received through all methods of contact.
- Gathers and analyses assessment data concurrently in order to provide health education, counseling, recommendations and referrals to address the client's needs and/or concern based on current provincial guidance and public health measures.
- Work with multiple computer applications and move between the applications simultaneously
- Document client interactions in approved electronic applications as required.
- Utilizes assessment skills, clinical knowledge and judgement to address client's concerns and/or needs.
- Provides health education, counselling and advice on infectious diseases based on current provincial guidance and public health measures.
- Documents client interactions in approved electronic applications as required.
- Contributes to the team effectiveness and achievement of overall team and agency goals.

Specific knowledge, skills, abilities:

- Intermediate skill in applying clinical knowledge to collect health information, ask appropriate questions, and independently assess client needs to provide an appropriate response;
- Intermediate oral and written communication skills, particularly active listening skills to be able to complete telephone health assessments based on audio cues only;
- Intermediate conflict management and negotiation skills;
- Intermediate ability to recognize crisis situations in interactions with clients and to de-escalate challenging interactions;
- Intermediate skills in providing education and counseling to individuals based on assessed needs;
- Intermediate organizational and time management skills ;
- Intermediate ability to multi-task including listening and documenting interactions simultaneously;
- Intermediate computer skills;
- Basic knowledge of relevant legislation e.g. Child and Family Services Act, HPPA, PHIPPA ;
- Basic knowledge of Public Health information, programming and services across a broad range of topics and issues within the mandate of the agency (may include reproductive health, child health, immunization, communicable disease, sexual health, oral health, injury prevention, nutrition and physical activity, tobacco use prevention and cessation, and environmental health issues including water safety and health hazards);
- Demonstrates customer service philosophy in interactions with clients;
- Ability to work independently within established parameters and to function effectively as a member of a team;
- Current CPR Level C

Education:

- Registered Practical Nursing Diploma (Two-year Program) from a community college.
- Current RPN certificate of registration with the College of Nurses of Ontario, renewed annually.

Related Experience:

- Minimum of 3 – 5 years relevant experience, particularly community nursing experience

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

- Previous experience with Infectious Diseases programming;
- Previous public health experience working in COVID-19 Response or Immunization Program.

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 # **22-91** 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 #22-91 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 # 22-91 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.