

**JOB POSTING #236-22**

**POSTING DATE: December 9, 2022**

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<b>JOB TITLE:</b>	Community Independence Care Coordinator (RPN) - Temporary, Full-Time
<b>INITIAL ASSIGNMENT:</b>	Community Independence (PS RPN CI-001)
<b>BARGAINING AGENT:</b>	ONA
<b>LOCATION:</b>	Parry Sound
<b>LANGUAGE(S):</b>	English
<b>EFFECTIVE DATE:</b>	January 16, 2023 to April 9, 2024

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Home and Community Care Support Services North East offers a wide-range of quality health-care services and resources to support people of all ages at home, school or in community. In addition to planning, delivering and coordinating care for thousands of people each day in Northeastern Ontario, we also manage eligibility and admissions to long-term care homes, short stay respite, assisted living, and adult day programs. We need caring, motivated people who are driven to help others and make difference in their community, to join our multi-disciplinary team.

**POSITION SUMMARY**

The Community Independence Care Coordinator (CICC) is responsible for assessment and service planning for low needs clients with a focus on client independence through system navigation and referral to appropriate community resources. The CICC will work in consultation with the Care Coordinator on complex patient files and where services are outside the scope of the RPN.

**QUALIFICATIONS:**

- Registered Practical Nurse in good standing with the College of Nurses of Ontario;
- Relevant experience in health care and Community Support Services;
- Understanding of issues and priorities within the health care sector;
- Knowledge of tools, systems, and databases used in health care service delivery and management;
- Knowledge of community based programs;
- Practical knowledge and understanding of relevant legislation;
- Effective planning, organizing, and evaluation skills to manage multiple clients and provide information reports upon request;

- Ability to accurately complete required documentation, reports, forms and recommendations;
- Working knowledge of computer software and Microsoft Office applications;
- Strong interpersonal skills to work with diverse client groups with varying levels of comprehension and language capability;
- Effective communication skills to establish and maintain wide range of contacts with professional and organizations within the community;
- Strong collaboration skills to participate on projects and committees with colleagues across the area and with local community agencies and health professionals;
- Effective listening and strong facilitation skills to work with clients and their families/caregivers/SDMs in order to ensure best possible service is provided to the client;
- Ability to communicate using various software programs to clearly articulate client status;
- Ability to effectively deliver information relation to community services;
- Advanced oral and written proficiency in English is essential.

Less qualified candidates may be considered. However, candidates who meet all requirements will be given priority for an interview.

Home and Community Care Support Services North East is an equal opportunity employer. Personal information submitted will be used only for the purpose of determining suitability for this vacancy. All applicants are thanked for their interest in this position. Only those applicants selected for an interview will be contacted.

Individuals with a disability requiring accommodation during the application and/or the interview process should advise the recruitment contact so arrangements can be made.

Interested persons are invited to submit a cover letter and resume by **December 22, 2022** at 4:30 p.m. by e-mail to:

[necareers@hccontario.ca](mailto:necareers@hccontario.ca)

**Please refer to posting number #236-22 when applying.**

Home and Community Care Support Services has implemented a mandatory vaccination policy across the province that requires all staff to be fully vaccinated against COVID-19. Applicants being considered for employment will be required to provide proof of vaccination documentation confidentially to Human Resources upon hire. Any medical or human rights exemption requests will be reviewed and validated prior to an offer of employment.