



# Southeast Resource Development Council Corp.

## Head Office:

Box 30  
Scanterbury, Manitoba R0E 1W0  
Tel: 204.766.2386 Fax: 204.766.2716

## Winnipeg Office:

6<sup>th</sup> Floor - 360 Broadway Avenue  
Winnipeg, Manitoba R3C 0T6  
Tel: 204.956.7500 Fax: 204.934.0374

## **Indefinite – Full time Registered Nurse or Licensed Practical Nurse Home and Community Care Program Nurse - Little Grand Rapids (LGR)**

The SERDC Tribal Council is seeking a highly motivated Registered or Licensed Practical Nurse with excellent interpersonal and communication skills to provide support and advise the SERDC Community of Little Grand First Nation regarding home and community care programs.

SERDC is an accredited organization that offers competitive salaries, benefit packages, and travel budgets. This position is typically a Monday to Friday workweek schedule, Indigenous holidays, and the opportunity to experience First Nations culture and lifestyle of Northern Manitoba!

### **Responsibilities**

Under the supervision of the Tribal Home and Community Care Coordinator, the Home and Community Care Nurse is responsible to ensure that services are delivered in conjunction with LGR community's needs, SERDC Policy and Procedures, including the FNIHB Home and Community Care Program Policy and Standards with access for all.

This role provides clinical support, coordination, and advice to the community-based program staff. The Case Management approach is used to ensure clients' and communities' are at the center of care and service planning.

- Identify clients whom should be assessed, for eligibility into FN's Home and Community Care Program.
- Coordinate and conduct nurse assessments and reassessments of a client's Home and Community Care needs as required.
- Develop care plans for FN Community clients' working with nurse assessments and other professional services.
- Ensure a reassessment of any client care plan whenever the client(s) condition changes, the client(s) is hospitalized, or the caregiver has changed.
- Prepare regular monthly reports as required and requested.
- Conduct data collection within the program and community, analyzing the data, compiling and submitting required summary reports, and planning program delivery according to the goals and objectives of the program.
- Provide assistance to the Public Health Nurse(s) and other appropriate resources as determined.
- Keep current on new initiatives and research in related health areas and ensure staff are aware of new treatment methods as required.
- Maintains strict confidentiality of clients' and corporate information and discusses it only with appropriate SERDC personnel.



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## **Qualifications**

The successful applicant must possess:

- Current registration, in good standing with College of Registered Nurses Manitoba.
- Valid current CPR/First Aid Certification.

## **Essential**

- Two years previous experience in home care or community health work, preferably in a First Nation community.
- Proven understanding of First Nations health care.
- Must demonstrate capability to maintain professional relations, interpersonal and managerial skills.
- Self-directed, motivated and flexible with the ability to work independently and as part of a team.
- Proficient in keyboarding, working with computers, knowledge and familiar with Microsoft Office software programs.
- Knowledge of Home and Community Care E-SRDT database is an asset.
- Prepare and ensure reporting is completed as required and requested from Supervisor.
- Conduct follow up calls to clients and record information gathered for reporting purposes.
- Maintain program statistics for the purposes of evaluation and research.
- Knowledge of other health organizations within the province of Manitoba.
- Demonstrated ability to develop timely, sensitive analyses at times in a complex and rapidly changing environment.
- Capability to plan, budget, develop, implement, and evaluate projects and strategies relating to the management of health issues.
- Excellent research and writing skills.
- Capability to lift at least 50lbs and travel - by all forms of transportation, to remote and northern First Nation communities in MB.
- Current and valid MB Driver's License with accessibility to a reliable insured vehicle.
- Ensures all aspects of Mandatory Home Care Services are met.
- Works collaboratively with all Health services personnel to ensure excellence in programming and delivery.
- Participate in internal/external meetings as required and other networking and professional development opportunities as identified by immediate supervisor.
- Adhere to all SERDC policies.
- Undertaking other duties as assigned.

## **Desired**

- Ability to speak an Indigenous language is an asset.



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### Conditions of Employment:

- Must produce a satisfactory Criminal Record Check (including Vulnerable Sector Search).
- Must produce a satisfactory Child Abuse Registry Check.
- Must produce a satisfactory Adult Abuse Registry Check.

**SERDC recognizes the importance of building an exemplary service delivery organization that is equal, inclusive and reflective of the population it serves. Preference will be given to qualified SERDC or First Nation members who voluntarily self-declare in their application.**

**\*\*\*Reasonable accommodation is available upon applicant request.**

This is an **Indefinite Full Time** position located in the SERDC Community of Little Grand Rapids (LGR). We thank all applicants for their interest in this position; however only those selected for interviews will be contacted.

**Deadline for applications: Open until filled. Incomplete submissions will not be accepted.**

Please send a current resume with an up to date covering letter in confidence to:

### **Rhonda Kirkness**

Director of Human Resources  
6<sup>th</sup> Floor – 360 Broadway Avenue  
Winnipeg, MB R3C 0T6  
Email: [employment@serdc.mb.ca](mailto:employment@serdc.mb.ca)  
Phone: (204) 956-7500 Fax: (204) 956-7382