

The Royal Ottawa Health Care Group

**Employment Opportunity
ROM19-279**

Notice of non-union position vacant

Date Posted: September 24th, 2019

Position: Manager, Patient Care Services
Regular Full-Time (1.00 FTE) Days

Program: Youth Inpatient, Youth Outpatient services (CAPA, ADTU, etc.)

Location: The Royal Ottawa Mental Health Centre

Purpose: Reporting to the Director, Patient Care Services, the Manager, Patient Care Services (MPCS) provides front line professional and administrative leadership for the team in the delivery of mental health services. The MPCS is accountable for the quality of service clients receive and for monitoring and maintaining appropriate standards of an interdisciplinary professional mental health team in accordance with established standards of practice and policy.

- Duties:**
In line with The Royal vision, mission and values:
- Provide clinical and administrative leadership.
 - A thorough knowledge of best practices and clinical experience in assessment and treatment of persons with a severe mental illness, concurrent disorders and Youth.
 - Front line management, overseeing more than one area with a wide span of control.
 - Collaborate with the Clinical Director and DPCS in the achievement of strategic goals and objectives
 - Participate in recruitment, labour relations and evaluation
 - Ensuring compliance with established standards of practice, corporate policies and guidelines
 - Support development of specialty clinical expertise.
 - Support the interdisciplinary approach to client-centred patient care and recovery principles.
 - Responsible for the integration and coordination of patient services across disciplines.
 - Assist with budget preparation.
 - Ensure accurate completion of time cards (ESP/ROSS system).
 - Manage team operations and provide monitoring and supervision.
 - Implement corporate attendance management.
 - Role model The Royal values.
 - Support and maintain the development of a learning environment with the team.
 - Ensure safety and risk management practices within the program.
 - Participate in development and delivery of educational and informational programs for employees, clients, families, public.
 - Ensure indicators are developed, monitored and evaluated and communicated related to the mental health services provided.
 - Ensure communication and understanding of corporate strategic plan, policies, etc. with front line staff
 - Implement policies, procedures, objectives, standards and quality improvement measures.
 - Ensure adequate staffing levels.
 - Ensure sufficient fiscal resources are available.
 - Complete annual performance review/development with assigned staff.
 - Identify capital and operating budget requirements, monitor performance, initiate corrective plans as necessary.
 - Manage in compliance within collective agreements and applicable legislation.
 - Manage within a continuous quality improvement and collaborative approach.
 - Implement corporate initiatives such as patient safety and infection control.
 - Work in a manner that is in compliance with staff and patient/client safety practices, policies and procedures of the Royal
 - Ensure a work environment that is conducive to the Royal's Harassment-Free Workplace policy

- Qualifications:**
- Baccalaureate degree in Nursing or Allied Health or acceptable combination of education and experience dependent on program area
 - Current registration and member in good standing with applicable regulatory college
 - Demonstrated leadership in planning, organizing, implementation and evaluation; scheduling; proposal development; labour relations; budgeting.
 - Minimum of three (3) years' clinical experience.
 - Minimum of one year management experience.
 - Demonstrated interpersonal, problem solving and critical thinking skills.
 - Demonstrated communication skills (oral and written).
 - Able to manage conflicting priorities and multiple demands.
 - Knowledge of relevant legislated acts (e.g. Mental Health Act, Public Hospitals Act, SDA, etc.)
 - English level A- is mandatory in oral expression, comprehension, reading and writing. Bilingual (French/English) level A- is considered an asset.

Date Required: ASAP

- All applicants must provide a recent resume that clearly indicate that they meet the required qualifications.
- Please apply directly to this internal posting at: <http://careers.theroyal.ca/> on or before **September 30th, 2019**.
- Applicants will be advised of their status in this competition by referring to the Successful Candidate listing which is posted on OREO and the Human Resources Bulletin Board.