



CARE SUPERVISOR (12 Month Term)

Join our team as a Care Supervisor!

Villa Cathay Care Home is committed to providing the highest quality individualized and professional care to our seniors. By creating a safe, warm, and culturally focused Home, our elderly residents and their families find comfort and respect. Our interdisciplinary team of professionals provide care with love and respect, honoring the dignity of seniors.

What you'll do

Operating in accordance with the competency guidelines and full scope of practice within the Standards of Practice and Code of Ethics of BC College of Nurses and Midwives (BCCNM) and adhering to the Villa Cathay Care Home (VCCH) person-centered care philosophy, the Care Supervisor provides point of care supervision to Health Care Aides, Licensed Practical Nurses, and allied health care staff. Working in collaboration with an interdisciplinary team and reporting to the Resident Services Manager, the Care Supervisor ensures the delivery of professional, compassionate person-centered care.

This position supervises and coaches Resident Care Aides and designated staff, determining work priorities, making and adjusting work assignments, directing work, and evaluating and providing feedback on employees' performance to ensure that the needs of residents are met and that outcomes of care are achieved.

The Care Supervisor assists leadership to enhance clinical and resident care by ensuring that care plans and organizational policies are followed, monitoring and interpreting policies or procedures related to resident care activities, managing effective and efficient use of nursing supplies, providing input to budgets and planning, and by evaluating care outcomes against established goals and benchmarks.

The Care Supervisor also contributes to the development of, and changes to, the residents' care plans and champions a person-centered culture for residents, families, and the team.

Responsibilities include:

1. Supervises health care assistants and designated staff to ensure compliance with all organizational and health and safety policies, procedures and standards. Coordinates and administers care assignments and unit routines to ensure that they are organized to incorporate resident's preferences, lifestyle, and suited for the resident's ability.
2. Interviews applicants and participates in the hiring, termination, and disciplinary decisions for direct reports. Documents specific learning needs and incidents with staff for performance management and annual reviews.
3. Delivers planned and ad hoc training to Care Aides and designated staff on current and new policies, procedures, and best practices. Plans, organizes and delivers orientation to new HCA and LPN staff on unit routines, medication procedures, and on their LPN nursing duties.
4. Oversees the implementation of resident care plans through daily assignments and monitoring and adapting of bedside care plans to meet resident's current care needs while maintaining the dignity of each resident.
5. Champions quality improvement initiatives and leads, trains, and coaches the care aide team to achieve the desired care outcomes.
6. Ensures the optimal uses of staff and material resources through close collaboration with the Resident Services / Clinical Care Program Manager on administrative duties such as schedules, budgets, data collection for quality assurance audits and improvement plans.
7. Participates in departmental and general staff meetings, including interdisciplinary meetings and nurses' meetings to provide input related to resident care and the operation of VCCH.
8. Contributes to the development and modification of resident care policies and procedures, as well as those which pertain to the safety of residents and staff.
9. Works with residents and families to resolve concerns and complaints, enhance satisfaction, and to improve residents' sense of confidence in the direction of care.

What you bring

- Graduation from a recognized nursing program as a Nurse or Licensed Practical Nurse
- Current full practicing licensure with the BC College of Midwives and Nurses (BCCMN)
- Demonstrated ability to support, supervise, guide and coach Health Care Aides and other designated staff to promote an efficient and effective team-based environment.
- Demonstrated ability to communicate effectively both orally and in writing with coworkers, physicians, other health care staff, residents, and their families, one to one and in groups.
- Demonstrated ability to plan, organize and adapt workflow to meet organizational and resident care needs.
- Ability to communicate in Cantonese/Mandarin is considered an asset.
- Demonstrated ability to analyze and resolve problems efficiently and be resourceful.
- Demonstrated ability to work independently and in collaboration/consultation with others.
- Demonstrated ability to work under pressure and maintain priorities.
- Demonstrated word processing and database skills and computer literacy.
- Physical ability to perform the duties of the position.

Full-time, 12 month term position; weekends availability.

What we offer

- Paid vacation and sick entitlement
- Benefits package that includes extended health (physiotherapy, chiropractic, massage therapy, etc.) and dental
- Municipal Pension Plan
- Learning and development opportunities to grow your career
- Wellness supports including fitness reimbursement, counselling, critical incident and innovative wellness services for employees and their immediate families
- Transit subsidy

As per current Public Health Orders, all employees working in long term care must to be fully vaccinated for COVID-19. Proof of vaccination status is required.

How to Apply

To apply or for any inquiries, please email us at: hr@villacathay.ca and put "Care Supervisor (12 Month Term)" in the email subject line.