

The Resource Coordinator for Home Care Services (RC) is an integral member of a multi-disciplinary team, who will promote health within the community. The RC guided by NRHA Primary Health Care principles will strive to improve the health status of the residents of the NOR-MAN Region.

Within a Home Care Unit, reporting to the Regional Care Advocate for Seniors' Health, the incumbent coordinates and ensures the effective delivery of personal care and home support services to Home Care clients by supervising direct service workers (Home Care Attendants, Home Support Workers, Mental Health Proctors) in accordance with the Home Care Attendants Agreement, Labor Legislation, Program Standards and Policies, and care plans authorized by case coordinators. The incumbent ensures the maintenance of a competent complement of direct service workers to meet caseload needs of the unit by planning recruitment, recruiting, assigning, and scheduling, supervising and evaluating direct service workers - other related duties as designated by the supervisor.

The NRHA endorses the Principles of Harm Reduction and as per policy, all staff working within the Primary Health Care Center will establish a context that supports individuals, families and communities in making healthy decisions directed toward reducing or containing the adverse health, social and economic consequences of behaviors, attitudes and environments that may increase risk to a person's health.

This position requires a successful completion of a Criminal Records and Child Abuse check.

### **QUALIFICATIONS**

- Successful completion of the Home Care Attendant Course.
- 2 years directly related experience in Home Care setting.
- Acceptable alternate combination of training and experience may be considered.

### ***Special Skills or Training Needed:***

- a) Ability to communicate effectively with all members of Health Care team and outside agencies
- b) Good oral and written communication skills
- c) Basic knowledge of computer operation is a definite asset (significance will increase)
- d) Valid driver's license
- e) Resident or relocation to service area
- f) Main frame computer is used to schedule workers and gather information regarding availability of workers and client's service needs

**For Further information please contact [recruit@normanrha.mb.ca](mailto:recruit@normanrha.mb.ca)**