

JOB CLASS: Occupational Health Nurse (OHN)

JOB SUMMARY: Integrating applicable knowledge and experience using community and occupational health principles to address health and safety challenges, the OHN primarily works to remove or mitigate workplace hazards, prevent illness and injury, and implement evidence-based solutions at the organizational/systems level.

REPORTS TO: Executive Director

QUALIFICATIONS:

- Must be an active Registered Nurse in good standing with the CRNM
- Minimum 3 years' experience working in a specialized nursing role either in occupational health or through a combination of relevant experience in primary care, community and/or public health
- Minimum 5 years' experience as a nurse preferred
- Bachelor of Nursing preferred (equivalent combination of experience & education will be considered)
- CNA certification in either occupational health or community health nursing preferred
- Proven skillset in health program planning, implementation, evaluation, data & quality management
- Strong interpersonal communication skills particularly in writing, public speaking & group facilitation
- Advanced critical thinking demonstrated by strong physical, psychosocial and community assessments
- Possesses robust cross-cultural competencies, able to respectfully deliver services in diverse settings
- Demonstrated ability to work independently and collaboratively as part of a multi-disciplinary team
- Competent computer literacy skills and can effectively use Microsoft Office software products

DUTIES AND RESPONSIBILITIES:

1. Education & Awareness

- Develop and implement educational programs relevant to community groups, organizations and individual workers using participatory adult education methods that enhance clients' knowledge and ability to spot workplace hazards, assess risks, and identify feasible solutions
- Assess the learning needs of diverse audiences and adapt materials when culturally appropriate
- Prepare written materials such as fact sheets, health and safety publications, newsletter articles, training manuals and other documents as needed
- Deliver public presentations and facilitate learning for large and small groups

2. Outreach & Partnership Development

- Advocate for systematic improvements in workplace health and safety by facilitating capacity building on multiple levels and coordinate the delivery of strategic programming in accordance with OHC goals and objectives
- Respond to direct requests for information from the community and coordinate responses
- Build and foster relationships with external partner agencies, employers, workplace health and safety committees and individual stakeholders to further the OHC mission
- Refer clients and client groups to appropriate community agencies and resources as needed

3. Program Planning, Implementation & Evaluation

- Synthesize contemporary interdisciplinary research on a wide range of topics with special emphasis on issues identified by the OHC strategic plan and community stakeholders.
- Collaborate with community stakeholder groups to collect, interpret and document data to determine actual, perceived and/or potential harm to workers and their families
- Facilitate community-based planning activities: analyze assessment findings, co-create program objectives with community input, write formal proposal and funding requests when required
- Lead assigned OHC multidisciplinary team and communicate regular progress with community participants, partner organizations, funding agencies (if applicable) and OHC management
- Conduct program monitoring and evaluation activities using evidence-based practices reflective of current community-based development theory
- Document findings, identify lessons learned and disseminate results to wider audiences as needed

4. Other Duties

- Provide periodic clinical support to physicians (e.g., assist with client intakes, follow-ups, referrals and/or provide direct care to clients, client groups and their families)
- Participate regularly in multidisciplinary team meetings by sharing expertise on a wide range of internal and external activities including, but not limited to, the development of strategic initiatives, workplace policies and procedures, research projects conducted by the OHC and its partner organizations as required
- Provide direct input on the routine evaluation of OHC workplace/outreach services
- Participate and lead OHC quality initiatives
- Perform relevant administrative functions including documentation of client/community contacts, data-entry, queries and statistical reports
- Provide supervision, mentorship and orientation to student placement when required
- Perform other related duties as mutually agreed upon in consultation with the Executive Director

Please apply by email, with subject line Application for OHN, by June 12, 2020 to:

Carly Nicholson, Executive Director | cnicholson@mflohc.mb.ca