



Notice of Vacancy

Date: August 7, 2025

POSITION TITLE: Team Leader

DEPARTMENT: Clinical

WORK SITE/LOCATION: NH

EMPLOYMENT STATUS: Part-Time Permanent

DAYS OF WORK: 8 Week Rotational Schedule

HOURS OF WORK: 7am – 7pm, 7pm – 7am

DAYS OFF: 8 Week Rotational Schedule

START DATE / DURATION: Sept 13, 2025

SALARY: wage levelled to \$32.84/hr-\$44.96/hr; base wage as per cba Appendix 1, Wage Schedule

OTHER INFORMATION: Unionized position

JOB SUMMARY:

Reporting to the Team Leader Coordinator, this position is responsible for clinical and administrative support for the Team Leader Coordinator and oversees the nursing resident services that includes supervision of delegated tasks to Team Leaders and Resident Assistants in the delivery of assisted living care. The Team Leader Coordinator provides daily supervision and support to the Team Leaders and participates in the application of the nursing process, provides basic assessments, treatments, personal care, medication administration and delegated health services to the residents as well as providing support and guidance to the team environment.

QUALIFICATIONS:

Refer to Job Description

SKILLS AND ABILITIES:

Refer to Job Description

COMPETITION EXPIRY: Wednesday Aug 13, 2025

TO APPLY: Please email your resume to abains@nikkeishc.com

**NIKKEI SENIORS HEALTH CARE AND HOUSING SOCIETY
NIKKEI HOME**

Job Description – Team Leader (1)

Reports to: Manager of Resident Services

POSITION SUMMARY:

The Team Leader will participate in the application of the nursing process, will provide basic assessments and treatments, personal care, medication administration and delegated health services to the residents, as well as providing support and guidance to the facility staff. The Team Leader functions in an independent, interdependent, and collaborative role within the legal and ethical requirements of professional practice. All responsibilities will be conducted in a manner that is consistent with the philosophy of the (operator).

RESPONSIBILITIES AND DUTIES

A. Assessment

- Completes routine assessments
- Reports observations and/or changes in condition to Case Manager and Resident Services Manager
- Wellness monitoring as required or delegated by Case Manager.

B. Planning

- Collaborates in the development and modification of the resident service plan.
- Identifies priorities of care.
- Participates in resident care conferences and reviews.
- Contributes to the establishment of short/long term goals with the resident/ family/ team members.

C. Delivery of Care

- Carries out the plan developed by the care team ensuring residents' independence and freedom of choice.
- Performs the appropriate nursing skills after delegation by the Case Manager.
- Reports and documents accurately.
- Provides health teaching to the resident and family as directed by the Case Manager in cooperation with other team members.
- Assists residents with self-administration of medications, or administers medications as delegated.

- Responsible for participating in and supporting the resident-centered activity programs.
- Reports promptly changes in the residents' physical condition and cognitive/emotional status to the Case Manager and Resident Services Manager

D. Work Safety

- Provides for the safety and well-being of the residents.
- Follows all safety procedures and rules.
- Participates in the workplace safety program.
- Helps to improve workplace safety.

E. Leadership and Supervision

- Plans and completes duties with minimal direction from supervisor.
- Works collaboratively with peers and other team members.
- Uses tactful, diplomatic communication techniques in potentially sensitive or emotionally charged situations.
- Follows up with appropriate staff, residents, or other individuals regarding reported complaints, problems, and concerns.
- Acts as an ambassador and public relations representative when dealing with the public.
- Demonstrates the ability to function as a team member in sharing responsibilities for the Administration of Resident Services in cooperation with all members of the team.
- Responds to and acts appropriately in emergency or disaster situations.
- In the absence of the Resident Services Manager, is responsible for the overall supervision of the Resident Assistants.

F. Other Duties

- Demonstrates an appreciation of the heritage, values and wisdom of the residents and an understanding of the aging process and/or living with a disability.
- Attends and participates in staff meetings.
- Participates in in-service, projects or committee as required.
- Assists with quality assurance activities.
- Assists with orientation of new staff.

G. Resident Outcomes

Responses of residents and needs for intervention will be evaluated at regular intervals. Outcomes of support services include the following:

- Residents participate in personal care, household management and decision making to the extent determined by their health status, willingness and expectations.
- Residents indicate comfort, control and involvement in the management of their personal care and household management.
- Residents maintain optimal independence, remaining responsible for tasks they are able to perform.
- Residents express satisfaction with support services received.

QUALIFICATIONS

Education

- Graduate of an approved Licensed Practical Nurse Program of studies.
- Must be able to read, write and speak fluently in the English language.
- Must hold current registration in the (association name)

Experience

- Three years of recent clinical experience with the elderly and/or disabled in a community setting.

Personal Competencies

- Ability to work on a multi-disciplinary team.
- Ability to complete assignments independently.
- Ability to communicate effectively both in written and oral English.
- Well-developed interpersonal skills
- Ability to effectively supervise and direct other staff members in the care of the residents.

Physical Demands

- Must be able to lift/push up to 50 pounds/ 110 kilograms
- Must be able to walk four miles/ 6.6 kilometers daily.
- Must be in good general health and demonstrate emotional stability in order to cope with the physical, mental, and emotional stress of the position.