

Team Leader
Nikkei Seniors Health Care and Housing Society

The Nikkei Seniors Health Care and Housing Society (NSHCHS) is a non-profit charitable organization, dedicated to providing supportive housing for Japanese seniors. The Society operates two residential-living facilities: Nikkei Home, a Supportive Housing and Assisted Living residence, and New Sakura-so, a housing complex for independent seniors aged 55 and over.

We offer a person-centred approach to keep seniors safe and connected to community. We value independence, respect, dignity, privacy, and choice.

Job 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 the 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 the 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 correctly.
 - 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 and family.

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 over-all 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.

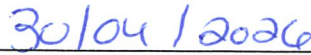
- Residents maintain optimal independence, remaining responsible for tasks they are able to perform.
- Residents express satisfaction with support services received.

Qualifications, Skills and Experience

- People person that has a heart for seniors and a positive, can-do attitude.
- Interest and knowledge of Japanese culture.
- Excellent proficiency in written and spoken English and Japanese is an asset
- Ability to work independently and as a strong team player.
- Demonstrated understanding of cultural competency with an ability to be culturally sensitive, respectful, confidential, and caring when dealing with diverse values, beliefs, and lifestyles.
- Demonstrated problem-solving skills which includes well developed written, verbal and interpersonal communication skills, motivational interviewing skills and appreciative inquiry skills.
- Demonstrated organizational skills, time and self-management skills and priority setting skills.
- Demonstrated risk assessment skills and knowledge.
- Ability to create a comfortable atmosphere and establish trusting relationships.
- Ability to operate computer/word processing programs/excel data management programs. Demonstrated experience with Outlook, 365 Teams and Shared Vision.
- Ability to deal with others effectively.
- Ability to operate related equipment.
- Graduate of an approved Licensed Practical Nurse Program of studies.
- Must hold current registration in the (BCCNM).
- Three years of recent clinical experience with the elderly and/or disabled in a community setting.
- 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 to cope with the physical, mental, and emotional stress of the position.



Tara Pagnottaro
Team Leader Coordinator



Date (Month/Day/Year)



Shaan Nijjar
Human Resources Assistant



Date (Month/Day/Year)