

Join Eastholme, Home for the Aged as our Assistant Director of Care (ADOC)

Permanent Full-time opportunity



Under the direction of the Director of Care (DOC), this role is responsible for assisting in the management and oversight of all nursing care within the Home to ensure the safe and effective delivery of resident care in accordance with the Fixing Long-Term Care Homes Act (FLTCHA), the Residents' Bill of Rights, applicable legislation and regulations, Eastholme's Policies & Procedures, and in accordance with individual plans of care for residents.

The ADOC will provide effective supervision of front-line clinical staff by maintaining an active presence on the units, and confirming care meets compliance requirements. As a member of the management team, the ADOC will assist in identifying areas of improvement for staff development and work with the DOC to ensure overall effectiveness of training.

This role will also aide the DOC in providing supervision and guidance to the RAI-MDS Coordinator.

What You Will Bring to Us:

- Bachelor of Science in Nursing, or equivalent, and registration in good standing as a Registered Nurse (RN) with the College of Nurses of Ontario.
- Minimum of three (3) years managerial experience in a health care setting.
- Comprehensive knowledge of nursing and health care practices and techniques in long-term care.
- Knowledge of the FLTCHA, OHSA practices and ESA Act principles and legislation.
- Demonstrated skills in leadership, team building, coaching and organizational development.
- Excellent customer service and communication skills with exceptional organizational, problem solving and decision-making skills.
- Must be courteous and tactful when dealing with residents, family members, staff members and visitors.
- Superior verbal and written communication skills in English. Other languages are considered an asset.
- Ability to demonstrate technological proficiency.
- Adept at working independently and as part of a multi-disciplinary team.
- Must be willing to work the hours necessary to ensure the effective operation of the facility and be prepared to respond to emergent situations – this includes working various shifts and weekends to ensure coverage in the Home. This role also participates in the management on-call rotation.
- Must provide a complete and current (within six months) Vulnerable Sector Check (including a Criminal Background Check) or be willing to obtain one.
- Must be willing to obtain any, and all, vaccinations that may be mandated by the MOHLTC.

The full job description is available on our [Careers Page](#).

What We Offer to You:

- Competitive wages (\$50.86 - \$54.31 per hour based on a 40-hour work week)
- Health Benefits, Paid vacation, OMERS pension plan
- A great team to work with as well as an exceptional nursing team to lead
- A management team that listens and a place you can be proud to work

Please submit your resume to:

HR@eastholme.ca

We thank everyone for their interest in joining our team! Once we review your resume, if you have the qualifications we require for this job, we will be in touch to schedule an interview.

Posting Closes: Thursday, March 27, 2025 @ 12:00 NOON

Eastholme is an equal opportunity employer and values diversity in our workforce. We encourage applications from all qualified individuals. We are also AODA compliant and should you require accommodation in the hiring process, please do not hesitate to let us know - accommodations may be provided in all steps of the hiring process.

Eastholme is a 128-bed district home for the aged located in Powassan in a tranquil setting overlooking the town and on the edge of a 60-acre forested parcel of land - an ideal setting in which to work!