



**BERWICK**  
RETIREMENT COMMUNITIES



### Join our Team

***Are you a Licensed Practical Nurse looking for the next step in your career?  
Are you resident-focused and an excellent leader and mentor to staff?  
Would you like to be a part of a dynamic and fun management team?***

***If so, Berwick Royal Oak has a great opportunity for you.***

#### What We Offer:

- **An excellent salary commensurate with experience**
- **A 100% Employer Paid Benefits Package**
- **Group RRSP plan with Employer Match**
- **Education and career development**
- **Relocation allowance and Accommodation available**

Since 1989 Berwick Retirement Communities has been offering quality retirement living in seven residences across BC: Victoria (2), Nanaimo, Comox, Kamloops, Campbell River & Qualicum Beach. We are proud to be Island Owned & Managed.

#### Duties:

The BRIO Care Manager is responsible for providing the overall coordination of the 24 hour care delivery to residents in the Brio Care Suites. Responsible for the day to day management of Brio Care Suites and direct supervision of the Brio Care Staff, also carries out the day nurse responsibilities. Participates in recruitment and selection of the new Brio Care staff members, manages staff performance issues including progressive

For more information, visit [www.berwickretirement.com](http://www.berwickretirement.com). Proud to be BC owned and operated.

discipline, annual performance evaluations and staff training & development initiatives. Responsible for scheduling & rosters, maintains a thorough understanding of the Berwick Royal Oak Staff Agreement to ensure compliance in all areas.

In consultation with the General Manager and Manager of Care Services, assesses and determines the level of care required for residents on admission and as the needs of residents change. Determines whether a potential resident would be suitable, or an existing resident remains suitable for the Brio Care Suites. Maintains communications with families of residents in the Brio Care Suites regarding clinical issues as well as acts as the communications liaison with other health care professionals and other administrative personnel outside the unit.

Takes a long range view of operations and resident service delivery and follows through on issues that impact on the overall quality of resident care provided. Contributes to the development of policies, procedures and standards for resident care and contributes to the monitoring and development of the operating plan within the Brio Care Suites. Provides leadership within the unit for quality and risk management activities.

The BRIO Care Manager is an integral member of the Berwick Royal Oak Management Team and may be called upon to support the independent living residents and assisted living residents in emergency situations. Also participates as part of the manager on call rotation.

### **Knowledge, Skills & Abilities:**

- Ability to supervise and provide direct resident care when needed
- Ability to organize, coordinate and prioritize own work and that of others
- Ability to use a collaborative approach to problem solving supported by the General Manager and Manager of Care Services
- Contributes to the professional and organizational vision as it pertains to clinical practice and resident care
- Ability to develop an environment where quality improvement principles are embraced and used on a continuous basis
- Ability to lead and manage, to motivate, delegate and operate in both structured and unstructured situations
- Proven ability to maintain confidentiality, to display tact, sound judgment, patience and reliability
- Strong communication skills including, written, verbal, active listening, speaking and presenting
- Effective interpersonal and leadership skills with proven ability to direct, guide, coach, problem solve and manage conflict resolution
- Ability to learn quickly and develop a thorough understanding of all Berwick policies, best practices and protocol

### **Qualifications/Experience:**

- An active member in good standing with the BC College of Nursing Professionals
- A minimum of three years managerial and/or supervisory experience in the field of geriatrics
- Three years recent experience as an LPN
- Strong knowledge of principles and practices of nursing and nursing procedures
- Maintains a thorough understanding of the Community Care Facility Act

- Current First Aid
- CPR level B or C
- Food Safe & WHMIS
- General administrative skills including proficiency with Microsoft Office Word, Excel and Outlook

### **Personal Competencies:**

- Communicating Effectively
- Meeting Ethical Guidelines and Professional Standards
- Teamwork
- Leadership
- Empathy
- Service Orientation
- Relationship Building/Establishing Trust
- Open to Feedback
- Planning and Goal Setting
- Managing Progress and Accountability

Berwick Retirement Communities promotes an environment which integrates hospitality with superior customer service and as the Team Leader you will uphold a philosophy that respects choice, independence and autonomy for our residents.

### **What Our Staff Are Saying About Working With Berwick Retirement Communities**

*I love working at Berwick. Each day presents different opportunities to challenge ourselves. I get to work closely with staff and residents to ensure that the programs we offer are the highest quality and most up to date. We have such a great team that supports each one other and inspires me to do my best.*

*- Jacqueline, Recreation Manager Berwick on the Park since 2017*

*One of the things I enjoy about working with Marquise at Berwick is the people I am surrounded with. My team is upbeat and focused on teamwork and high quality food. The company also has room for growth which is what we all want from an employer.*

*- James, Sous Chef, Marquise Food Services at Berwick on the Lake since 2004*

*It has been my pleasure to work at Berwick these past 10 years as a Resident Care Aide. I have enjoyed sharing many touching moments with residents and staff; they are all like family to me.*

*- Heather, Enhanced Living Services, Berwick House since 2008.*

Please apply via email with cover letter and resume to the attention of the Berwick Royal Oak General Manager.