



**Diabetes Nurse 049R2-23-2**  
**Community Health & Wellness, Health Services**  
**Contract**

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **June 7, 2023** for the Diabetes Nurse with Community Health & Wellness, Health Services Department. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the [www.greatsn.com](http://www.greatsn.com) website. Online applications accepted through <https://www.vscyperhosting.com/sixnations/>. **NO LATE APPLICATIONS ACCEPTED.**

**Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.**

**JOB SUMMARY:** The Diabetes Nurse reports to and works under the direction and supervision of the Program Supervisor – Community Health & Wellness. The role of the Diabetes Nurse is to provide supportive and collaborative chronic disease management services in the context of diabetes. These services can be one-on-one or in a group setting, provided in the environment that best addresses the needs of the individuals seeking services.

The Diabetes Nurse works within the policies and procedures established by Six Nations of the Grand River.

<b>Type</b>	Contract
<b>Closing Date</b>	June 7, 2023
<b>Term</b>	13 Month Maternity Coverage
<b>Hours of Work</b>	35 hours per week
<b>Wage</b>	\$70,000-\$74,148

**BASIC QUALIFICATIONS:**

- Graduate of a Bachelor's of Science in Nursing; **OR**
- Graduate of a Diploma in Nursing and a Certified Diabetes Educator

**SUBMISSION PROCEDURE: (Choose one method ONLY):**

**Method #1: Online**

1. Please visit: <https://www.vscyperhosting.com/sixnations/> to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
  - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
  - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
  - c. Copy of your education diploma/degree/certificate and transcript.

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.

3. If you have any questions or need assistance please reach out to Lesleigh Rusnak, Staffing Officer at 519-445-2223 ext 4343 or via email at [StaffHR@sixnations.ca](mailto:StaffHR@sixnations.ca).

**Method #2: GREAT – Applications must include all of the following:**

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

**Diabetes Nurse – Contract – 049R2-23-2**  
c/o Reception Desk  
Grand River Employment & Training (GREAT)  
P.O. Box 69, 16 Sunrise Court  
Ohsweken, Ontario N0A 1M0



## POSITION DESCRIPTION – HEALTH SERVICES

**POSITION TITLE:** Diabetes Nurse

**REPORTING RELATIONSHIP:**

Reports to and works under the direction and supervision of the Team Supervisor, Community Health and Wellness, Six Nations of the Grand River Elected Council. Receives clinical day-to-day supervision from the Clinical Lead.

**PURPOSE & SCOPE OF THE POSITION:**

The role of the Diabetes Nurse is to provide supportive and collaborative chronic disease management services in the context of diabetes. These services can be one-on-one or in a group setting, provided in the environment that best addresses the needs of the individuals seeking services.

**KEY DUTIES & RESPONSIBILITIES:**

**1. Technical Functions:**

- Intake and Assessment of clients:
  - a) Identification of issues and development of an appropriate plan of care using relevant standardized and non-standardized tools
  - b) Maintaining client records in accordance with College of Nurses of Ontario guidelines and practice standards established by Six Nations Health Services for documentation in the Electronic Medical Record
- Developing and implementing community client care plans to community members as required by:
  - a) Working with the Clinical Lead and the Team Supervisor to determine caseload priorities
  - b) Appropriate use of dietetic interventions based on evidence informed practice and practice standards established by the College of Nurses of Ontario
  - c) Participate in program development and accreditation activities
  - d) Develop (with the client) a plan for implementation and follow through that respects their health values and beliefs
  - e) Documentation in the electronic medical record on a daily basis in accordance with policies and procedures established by Six Nations Health Services
- Develop and implement education programs:
  - a) Assists community agencies in developing and implementing wellness programs for prevention of type 2 diabetes
  - b) Provides educational experiences for community agencies as requested
- Provide clinical support to other staff

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- a) Ensure materials developed by non-regulated health promotion workers are accurate based on best evidence
- b) Support the non-regulated health promotion workers in Health Services when they are developing education classes
- c) Support and guide the non-regulated health promotion workers when developing and implementing the In-School Education Program and ensure that the content is appropriate and accurate
- d) Support the primary care providers in the community to provide appropriate care based on the Clinical Practice Guidelines from the Canadian Diabetes Association
- Utilize culturally appropriate, evidence informed practice principles throughout care
- Comply with established safety precautions and standards, infection control procedures and aseptic and isolation techniques when indicated

## 2. **Communications Functions:**

- Maintaining/reviewing assigned case files (case management) by:
  - a) Ensure actual work performed is duly documented and placed in the electronic medical record
  - b) Assist in the development and maintenance of nursing service standards
  - c) Ensure client's safety and comfort while performing duties
- Attends staff meetings for the Diabetes Education Program
- Employs appropriate communication skills when interacting with clients, families and other staff
- Attends case conferences and clinical rounds and provides input in order to coordinate care and optimize client outcomes
- Follows procedures for reporting hazardous conditions, equipment and incidents
- Ensures privacy is maintained in accordance with relevant regulations
- Provides appropriate advocacy for clients and families when necessary
- Communicates regularly with the Clinical Lead and the Supervisor of the Diabetes Education Program

## 3. **Administrative Functions:**

- Planning weekly itinerary and completing monthly work reports and statistics
  - a) Follow established reporting procedures as laid out by the program
  - b) Complete necessary monthly report forms and ensure relevant statistics are maintained as required
  - c) Coordinate and schedule clinical activities
- Support the program development and evaluation process
  - a) Review Diabetes Education Program policy and procedures manual, work plans and job descriptions annually

## 4. **Other Functions:**

- Performs other job related duties as may reasonably be required by the Clinical Lead or the Team Supervisor
- Provides supervision of students and volunteers
  - a) Follows established College of Nurses of Ontario guidelines for the supervision of students

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- b) Provides direct on-site supervision of the student/volunteer as stipulated in the supervision guidelines
- c) Obtains appropriate consent from clients before allowing a student/volunteer to participate in the care of an individual
- Provides support to the Six Nations Emergency Measures Plan by ensuring awareness of the Emergency Measures Plan and assistance as instructed by the Director of Health Services.

### **WORKING CONDITIONS:**

Working has a high profile, extensive public contact and is subject to deadlines and interruptions.

Work may at times be subject to unscheduled hours and out of office sessions.

### **WORKING RELATIONSHIPS:**

#### **With the Team Supervisor**

Receives direction, guidance, encouragement; discusses plans and priorities.

#### **With the Clinical Lead**

Receives direction, guidance, encouragement; discusses plans and priorities.

#### **With Other Staff**

Promotes courtesy, co-operation and teamwork with all staff.

#### **With External Agencies**

Represents and promotes Six Nations interests relative to health services; maintains awareness of legislative policy and program changes; seeks to develop close working relationships.

#### **With the Public**

Represents and promotes the health services interests of Six Nations; works in a courteous, co-operative positive and proactive manner, provides information and advice.

### **KNOWLEDGE AND SKILLS:**

#### **Minimum Requirements:**

- Graduate of a Bachelor's of Science in Nursing  
OR
- Graduate of a Diploma in Nursing and a Certified Diabetes Educator

#### **Other Related Skills:**

- First Aid and CPR certified preferred
- Strong organizational and time management skills.
- Familiar with Electronic Medical Record systems
- Strong interpersonal, verbal and written communication skills.

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- Understands the importance of Confidentiality. Ability to work with tact and discretion.
- Good knowledge of the Six Nations Community and highly sensitive to Six Nations culture.

**IMPACT OF ERROR:**

Errors in judgement and in the conduct of duties could lead to loss credibility, poor public relation, confusion, duplication of effort and misinformation being given to the Director of Health Services, Human Services Committee, Six Nations of the Grand River Elected Council, Government Agencies and the public.

**CONTROL:**

Guiding principles set by Health Services Department and Six Nations of the Grand River Elected Council. Works within the administrative policies and procedures established by the Six Nations of the Grand River Elected Council for the Health Services Department and other legislation provided by the respective governments.