



Position Posting

College of Registered Nurses of Prince Edward Island

Position Title: Coordinator of Nursing Practice

Reports to: Chief Executive Officer

Responsibilities Provide consultation services to members in relation to professional practice issues, including the interpretation and application of relevant legislation and standards governing nursing practice in the province. Support members in completing continuing competency documentation requirements. Provide in-services in the areas of professional practice. Develop documents and communications materials regarding nursing and health issues by researching, collecting and synthesizing data. Identify emerging trends and issues in nursing and health care through environmental scanning; contribute to development of annual environmental scan for the Council. Act as a resource for the College and committees by providing relevant documentation, interpreting policies and conducting research as required. Active participation in committees, conferences and consultation sessions both internal and external to the College. Participate in planning and implementation of conferences, presentations, workshops and other events. Manages specific project work as required. Performs other work as requested.

Skills and Key Attributes Excellent knowledge of nursing practice acquired through a combination of relevant education and experience settings. Comprehensive knowledge of the nursing profession, nurses' role in health systems and role of professional regulatory organizations. Competency in confidentiality and response to issues that may be of a sensitive and confidential nature. Demonstrated ability to work with autonomy. Demonstrated ability to work within a team. Strong communication skills. Demonstrated competency in verbal and written communication. Ability to plan, implement and deliver educational sessions. Demonstrated excellent presentation skills. Ability to think conceptually and analytically, identify and resolve problems. Innovation and creativity in communication and implementation of College strategies. Ability to manage multiple priorities with strong prioritization and organizing competency.

Educational Requirement An undergraduate degree in nursing, or a diploma in nursing with an undergraduate degree in another discipline, and a Masters degree in Nursing (preferred but will consider equivalency). Minimum 5 years in progressive administration/leadership positions in nursing practice/education environments. Eligible for registration with CRNPEI.

Working Conditions Office working environment with minimal risks or hazards requiring little or no safety precautions. Work hours are 8:30 am to 4:30 pm, but flexible working hours may be required. Travel in and out of province may be required.

Details 0.6 FTE, permanent; Salary \$36.34/hr to \$45.42/hr

If interested, please submit your CV and cover letter to sjmshort@crnpei.ca by January 30, 2019. If you have any questions, feel free to call Dr. Sheila Marchant-Short at 902-368-3765