

City	Post #	Position, Department and Union	Vacancy Type [PT = Part Time FT = Full Time]	Salary Range	# of Positions	BiWeekly Hours	Days Off	Posting Date [YYYY-MM-DD]	Apply by 3 PM on: [YYYY-MM-DD]	Start Date [YYYY-MM-DD]	Duration of Job
Duncan	2791	Registered Nurse, CDH ICU Med/Surg, BCNU	Temporary FT	30.79 - 40.42	1	72.00	Rotating	2011-08-03	2011-08-13	2011-09-06	2012-03-01 Pending return of Incumbent
Additional Comments :											
<p>Job Summary: Clinical Specialty Skills List, Registered Nurse Post Anaesthetic Recovery (PAR) Approved Critical Care/PAR Program, minimum one year PAR experience (see new job description N.CI.21001.021) Maternity/Child BCIT Level 1 Obstetrics, NRP certified Basic Nursing Skills: 1. Pre-natal Care 2. Post-partum (Maternal) 3. Post-partum (Neonate) Delegated Medical Functions: 1. Monitoring patients receiving uterine stimulating drugs. Paediatrics Basic Nursing Skills: 1. Respiratory Therapy 2. Orthopaedic Care 3. Medication Administration Oncology Chemotherapy Certificate (see new job description N.CI.21001.020) Operating Room Approved Post Graduate Operating Room Program. (see new job description N.CI.21001.021) Psychiatry (see new job description N.CI.21001.005) The Registered Nurse uses the nursing process in providing direct patient care, functions as a member of the health care team, fulfils the responsibilities of an individual practitioner. The Registered Nurse maintains nursing records for patients for whom nursing care is provided.</p> <p>A. Education, Training and Experience Current practicing registration with the College of Registered Nurses of British Columbia (CRNBC). Graduate of recognized school of nursing, clinical courses related to the clinical specialty. Current CPR Level C. Knowledge of the skills, policies and procedures required in the hospital and in the clinical speciality (see attached list) and One (1) year recent related experience in the clinical nursing area, or equivalent combination of education, training and experience.</p> <p>B. Skills and Abilities Application of nursing skills as listed in R.N.A.B.C. Standards of Nursing Practice, and as required by the hospital and in the clinical speciality.</p>											

Good organizational, problem solving, and teaching skills.
Sound judgement, good observation, and patient assessment skills, tact and empathy.
Ability to prioritize and organize assignments.
Effective written and verbal communication skills.
Ability to perform appropriately in emergency situation.
Ability to assume a leadership/supervisory role.
Ability to foster good public relations and effective working relationships.
Physical ability to carry out the duties of the position.

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Duncan	2794	Registered Nurse, CDH Operating Room, BCNU	Regular FT	30.79 - 40.42	1	75.00	Rotating	2011-08-03	2011-08-13	2011-08-29	
<p>Additional Comments : This position requires the ability to fill relief when needed. Changes to schedule will be required to support the OR and PAR units when required. The successful incumbent must have current OR and ACLS certification. A minimum of 2 years critical experien</p>											
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<p>A. Education, Training and Experience Current practicing registration with the College of Registered Nurses of British Columbia (CRNBC). Graduate of recognized school of nursing, clinical courses related to the clinical specialty. Current CPR Level C. Knowledge of the skills, policies and procedures required in the hospital and in the clinical speciality (see attached list) and One (1) year recent related experience in the clinical nursing area, or equivalent combination of education, training and experience. B. Skills and Abilities Application of nursing skills as listed in R.N.A.B.C. Standards of Nursing Practice, and as required by the hospital and in the clinical speciality.</p>											

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To Be Determined	2779	Secretary & Receptionist - HARC, NRG HARC, HEU	Regular FT	19.52 - 19.52	1	75.00	Weekend/Stats	2011-08-03	2011-08-10	2011-09-01	
Additional Comments :											
<p>Job Summary: Reporting to the Program Manager, the Secretary & Receptionist - HARC (Health Assessment & Resources for Child) provides a variety of medical and non medical secretarial, timekeeping, and clerical duties for various staff as assigned, by using a personal computer and related word processing, presentation, database, and spreadsheet software tools.</p>											
<p>A. Education, Training and Experience Grade 12, medical terminology and two years recent related experience or an equivalent combination of education, training and experience.</p> <p>B. Skills and Abilities Ability to keyboard at 55 wpm. Ability to communicate effectively both verbally and in writing. Ability to deal with others effectively. Ability to organize work. Ability to operate related office equipment. Physical ability to carry out the duties of the position.</p>											

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Victoria	2763	Pharmacy Buyer, RJH Pharmacy Stores, HEU	Temporary FT	24.37 - 24.37	1	75.00	Weekend/Stats	2011-08-03	2011-08-10	2011-08-29	2012-08-31
Additional Comments :											
<p>Job Summary: Reports to the Supervisor, Inventory & Purchasing, purchases items such as drugs and other supplies according to established departmental purchasing policies and procedures. Maintains contacts with sources of supply to keep informed of price trends, availability of supplies, new items and quality of suppliers; prepares specifications; follows up purchases outstanding to expedite delivery; evaluates selected new products; processes and maintains records of selected claims relating to irregularities and/or damage; interviews sales representatives. Maintains computerized and manual systems to control inventory content and levels.</p>											
<p>A. Education, Training and Experience Grade 12, graduation from a recognized Pharmacy Technician course and supplemented by recognized purchasing courses, plus five years recent related experience, or an equivalent combination of education, training and experience.</p> <p>B. Skills and Abilities</p> <ul style="list-style-type: none"> Ability to deal with others effectively. Ability to communicate effectively, both verbally and in writing. Ability to organize work. Physical ability to carry out the duties of position. Ability to operate related equipment. Ability to type. 											

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Victoria	2798	Technical Assistant - Microbiology - Laboratory, RAG Microbiology, HEU	Regular PT	21.17 - 21.17	1	36.00	Rotating	2011-08-03	2011-08-10	2011-09-02	
Additional Comments :											
Job Summary: Reports to Unit Co-ordinator or designated supervisor. Takes blood from patients, collects and prepares blood and other specimens for analysis, distribution, and storage; prepares media and performs specimen plating; performs lab tests such as dipstick urine analysis and glucose testing.											
<p>A. Education, Training and Experience Grade 12, successful completion of a recognized Lab Assistant training program plus one year recent related experience or an equivalent combination of education, training, and experience.</p> <p>B. Skills and Abilities</p> <ul style="list-style-type: none"> Ability to communicate effectively, both verbally and in writing. Ability to deal with others effectively. Ability to operate related equipment. Physical ability to carry out the duties of the position. Ability to organize work. Ability to type at 25 w.p.m. 											

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Victoria	2810	Communications Advisor, Quality, Research & Safety, VIR Quality Res & Safety Adm, Non-Contract	Regular FT	28.25 - 37.96	1	75.00	Weekend/Stats	2011-08-03	2011-08-12	2011-08-19	
<p>Additional Comments : An attractive remuneration package, considering skills and experience, will be negotiated with the successful candidate.</p>											
<p>Job Summary: Reporting to the Director, Communications, the Communications Advisor, Quality, Research and Safety (QRS) works with the Executive Director and Executive Medical Director, Quality, Research and Safety to develop, implement and deliver communications strategies that focus on education and engagement of both internal and external audiences around the portfolio's activities (including Combined Quality System, Health Authority Medical Quality Committee (HAMQC), Quality and Patient Safety, Infection Prevention and Control, Antimicrobial Stewardship and research programs.) Working with portfolio and communications staff and leadership, the Communications Advisor will develop written materials, engagement strategies, internal and external web pages (in coordination with the Corporate Web Coordinator), multimedia presentations and material for VIHA's Continuing Professional Development (CPD) Program, Learning Management System (LMS) and Document Management System (DMS) that are consistent with VIHA's priorities, goals and objectives and corporate communications strategy.</p>											
<p>A level of education, training and experience equivalent to a university degree in communications, journalism, marketing or public administration plus three (3) to five (5) years experience in internal communications and engagement and organizational communications, preferably in a health care setting.</p> <ul style="list-style-type: none"> • Excellent verbal and written communications skills, with ability to write to a variety of audiences using a range of communications vehicles, including intra and internet. • Ability to work independently within broad direction. • Ability to work in a two-team environment with a dual reporting relationship. • Ability to grasp and explain technical and professional terms and issues. • Ability to adapt to changing environments and respond with initiative. • Ability to interact professionally with various levels of internal and external personnel. • In-depth understanding of complexity of health services and operations in British Columbia. • Positive and enthusiastic team player. 											

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Victoria	2814	Communications Advisor, SIR Communications, Non-Contract	Regular FT	28.25 - 37.96	1	75.00	Weekend/Stats	2011-08-03	2011-08-12	2011-08-19	
<p>Additional Comments : An attractive remuneration package, considering skills and experience, will be negotiated with the successful candidate.</p>											
<p>Job Summary: Reporting to the Director, Communications, the Communications Advisor serves on a high performance team in a fast paced environment providing advice and delivering strategic communications initiatives to both internal and external audiences in support of the priorities, goals and objectives of the Vancouver Island Health Authority (VIHA).</p>											
<p>A level of education, training and experience equivalent to a university degree in communications, journalism, marketing or public administration plus three (3) to five (5) years experience in internal communications and engagement and organizational communications, preferably in a health care setting.</p> <ul style="list-style-type: none"> • Excellent verbal and written communications skills, with ability to write to a variety of audiences using a range of communications vehicles, including intra and internet. • Ability to manage, edit and design web content. • Ability to design pamphlets, posters and other materials using MS Publisher and/or Adobe Creative Suite. • Ability to work independently within broad direction. • Ability to work as a positive and enthusiastic team player in a fast paced environment. • Ability to grasp and explain technical and professional terms and issues. • Ability to adapt to changing environments and respond with initiative. • Ability to interact professionally with various levels of internal and external personnel. • In-depth understanding of complexity of health services and operations in British Columbia. 											