

## Job Description

### Parish Nurse

The Cathedral Church of St James

Position: Parish Nurse

Reports to: The Dean/Rector

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#### Summary:

The Parish Nurse is a part-time position, 17 hours a week. The Parish Nurse serves as a member of the Cathedral Ministry Team. This is a contract position for an 11 month period.

This position is designed to provide whole person health promotion with an emphasis on spiritual care. The main accountabilities and job activities of the Parish Nurse in the Cathedral are:

- Integration of faith and health;
- Health education;
- Health advocacy enabling care for a person's overall well-being, incorporating body, mind and spirit;
- Referral agent facilitating connections with community healthcare resources
- Work with and develop support groups, eg., Grief Recovery, etc.
- Training of Cathedral staff and volunteers on selected health-related topics

#### Hours of Practice:

17 hours per week, to include attending the 9 am and 11 am Sunday morning worship services, weekly morning staff meetings, Tuesday Drop In, monthly Health Council meetings, Lay Pastoral Visiting Team meetings.

#### Accountability:

Accountable to the Dean and Corporation, working closely with the Vicar and supported by the Health Council.

#### Major Responsibilities:

1. Works with the Cathedral clergy and other staff to integrate the spiritual, psychological, sociological and physiological perspectives of health and healing into the activities of the congregations.
2. Responsible for providing oversight for the safety of people attending specific church services. Includes attendance at the 9 am and 11 am Sunday morning Worship Services, and other major worship services as requested.

3. Ensures that Health& Safety education for staff and volunteers is provided
4. Participates in the weekly staff meetings – especially the Pastoral Team meeting with clergy
5. Ensures compliance with applicable policies and guidelines governing the acquisition, management and destruction of records and personal information, whether electronic or paper, related to pastoral/hospital visits.
6. Works collaboratively with the Lay Pastoral Visitor Team, providing support and resources
7. Responsible for the First Aid Kits, the AEDs and other health related materials/sharp receptacles on site
8. Other related duties as required by the position

Requirements:

- Registered Nurse with current registration in the College of Nurses of Ontario
- Baccalaureate degree preferred
- Minimum of 5 years of nursing experience preferred
- Completion of a basic preparation course in Parish Nursing based on the standard core curriculum
- Membership with the Registered Nurses Association of Ontario
- Professional Liability Insurance
- Strong organizational, communication and computer skills
- Works well independently, yet able to function as part of a ministry team
- Reflects personal spirituality in his/her practice
- Knowledge of the spiritual beliefs and practices of the Anglican Faith community
- Spiritual leadership as evidenced by experience in church ministries, lay leadership and other spiritual development

Working Conditions:

- May be exposed to dust and noise
- Facility includes worship space, residential areas, office space, public space and may include hospital visiting
- Lifting up to or moving up to 9 kilos