



Westmeath Residential & Nursing Care Home seeks applications from dedicated and energetic professionals for the position of
UNIT COORDINATOR.

Job Description includes but is not limited to

- Assess Residents' care needs providing high level of support for continuing independence where possible.
- Maintain clinical records, order supplies / prescriptions and dispense medications for Residents in Unit in accordance with approved nursing standards.
- Supervise and schedule nursing staff, provide orientation and instruction for new staff.
- Supervise residents and assist dining room staff at meal times
- Liaise between the residents, their families, staff and the community.
- Requires public holidays and occasional nights and weekends.

Requirements

- Registered Nurse qualifications from an accredited school of nursing.
- Three years' experience with working with the elderly.
- Two years' experience in a management role.
- Currently licenced with the Bermuda Nursing Council.
- Excellent management, communication and computer skills.
- Health certificate attesting to physical fitness for this field of work.

Qualified candidates should apply in writing with resume and three professional letters of reference to:

Mrs. Sharon W. Swan
Director of Nursing
swwan@westmeath.bm
28 Pitts Bay Road
Pembroke, HM 06

Closing Date for applications: *November 14th 2012*