



## **EMPLOYMENT OPPORTUNITY**

### **NURSE PRACTITIONER**

**\*RE-POST\***

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#### **POSITION SUMMARY**

The Nurse Practitioner reports to the Health Director and is responsible for providing primary health care services in the areas of health promotion, prevention, treatment, rehabilitation and support. The Nurse Practitioner assesses and diagnoses clients' health for acute illnesses and supports clients to manage chronic illness. The Nurse Practitioner is also responsible for consulting with doctors, medical practitioners and community health specialists as required in order to provide safe and timely patient care in accordance with the College of Nurses of Ontario's Standards of Practice Registered Nurses in the Extended Class. This position requires exceptional interpersonal communication and advocacy skills and strong attention to detail.

***Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.***

#### **DUTIES AND RESPONSIBILITIES**

The Nurse Practitioner will be responsible to:

- Follow the Practice Standards and Guidelines as outlined by the College of Nurses of Ontario
- Provide comprehensive primary care services to clients of all ages, including disease prevention, health education and promotion, chronic illness management, antenatal and postnatal care, palliative care and acute/episodic visits
- Provide a wholistic approach to client care, looking at physical, mental, spiritual and emotional well-being while giving recognition to special social, physical and psychological risk factors which may affect the health of Indigenous clients
- Complete health assessments, including health history and physical examinations
- Utilize diagnostic testing to establish medical diagnoses and treatment plans for major and acute patient illnesses within the specialty scope of practice consistent within the College of Nurses of Ontario standards of practice for Registered Nurses in the Extended Class RN(EC)
- Review laboratory results, procedure reports and consultation notes and arrange appropriate follow-up and referrals as required
- Prescribe medications according to scope of practice
- Develop and maintain positive relationships with clients, families, staff, other health care providers and the community
- Consult with physicians as needed regarding issues that are outside the NP scope of practice
- Monitor and provide intervention, treatment and advanced clinical management as needed to support patients across the continuum of care
- Advocate on behalf of clients with regards to equitable access to traditional healing and western health services
- Conduct consultations with clients, family and other health care team professionals to assess learning and support needs and formulate, initiate, co-ordinate and evaluate a comprehensive and collaborative patient-centered plan of care

- Work in partnership with HIFN nursing team to share responsibility for planning provision and coordination of client care either in the home, community or in the clinic
- Promote continuity of care by initiating and coordinating patient discharge plans, warm transfers and integrated care methodology
- Arrange home support services for clients based on individual needs to prolong independent living in the home
- Collaborate with other health professionals, community partners and staff to ensure a broad range of services, including outreach services, are available to clients as required
- Evaluate patient care outcomes and nursing practice issues to ensure the highest possible quality of care
- Maintain complete and accurate medical records, ensuring all notes and patient charts are updated in a timely manner and in accordance to the College of Nurses standards of practice
- Ensure all client information and medical records are securely stored and kept confidential at all times in accordance with PIPEDA, the Freedom of Information and Protection of Privacy Act and other applicable privacy legislation
- Participate in patient chart reviews and quality of care audits
- Complete and submit weekly, monthly, quarterly and annual statistical data, correspondence and reports to applicable Ministries, Governments, and medical service providers in a timely manner as required
- Support the First Nation in the development of safe and efficient health facilities/operations
- Initiate programs in response to community needs and new and existing legislation
- Help establish and deliver a Community Health Plan and programs taking into consideration the physical, social, spiritual, mental and environmental factors which influence each client and the community
- Ensure compliance with regulatory and legal requirements
- Maintain and upgrade professional competence through appropriate continuing education methods by participating in teleconferences and training as provided by FNIHB and the College of Nurses of Ontario
- Attend required community events, meetings and training when applicable
- Supervise and support the HIFN nursing team
- Oversee time and attendance records for the HIFN nursing team, including approval and signoff of time sheet and time-off requests
- Participate in performance management and progressive discipline processes for the HIFN nursing team within Nurse Practitioner capacity as necessary
- Other duties as assigned from time to time by the Health Director, Director of Finance/Administration or Chief and Council

## **SKILLS AND ABILITIES**

- Knowledgeable regarding the nursing process and its application, including the assessment, planning, implementation and evaluation of nursing care
- Thorough familiarity with the applicable laws, regulations and guidelines for providing patient care in Ontario
- Experience working with pediatric patients, seniors and individuals with disabilities or cognitive impairments
- Experience providing prenatal and postnatal care to expecting mothers
- Demonstrated ability to assist patients, family members and other clients with concern and empathy
- Excellent bedside manner including the ability to communicate in a courteous and respectful manner
- Excellent verbal, written and interpersonal communication skills
- Ability to develop and implement basic and advanced patient educational programs
- High level of critical and logical thinking and analytical skills
- High degree of resourcefulness and the ability to adapt to the changing demands of the position

- Excellent problem-solving and leadership skills
- Ability to demonstrate initiative, optimism, tact, self-assurance, and dependability
- High level of personal integrity, discretion and accountability
- Strong morals, ethics and diplomacy
- Ability to maintain strict confidentiality at all times
- Knowledge and understanding of First Nation Communities and their culture an asset
- Sensitivity to First Nation and community health issues
- Politically and culturally sensitive
- Ability to work independently but also as part of a team
- Sound leadership, staff management, administrative and delegation skills
- Ability to cope and function within a stressful work environment
- Strong computer literacy and familiarity with patient charting and Health Canada reporting procedures and requirements
- High level of proficiency with Microsoft Office Suite including Word and Excel an asset

## **QUALIFICATIONS**

### *Education:*

- Baccalaureate Degree in Nursing required; Masters of Nursing preferred
- Successful completion of the Ontario Primary Healthcare Nurse Practitioner Certificate program

### *Occupational Certification:*

- Current registration with the College of Nurses of Ontario as a Registered Nurse in the Extended Class RN(EC), with a specialty certificate in either Adult or Primary Health Care required
- Current membership in the Nurse Practitioners Association of Ontario
- Current Basic Cardiac Life Support (BCLS) for Health Care Providers (HCP) certificate required
- Current Non-Violent Crisis Intervention (NVCi) certificate required
- Current Canadian Nurses Association Psychiatric and Mental Health Nursing certification an asset
- Successful completion of controlled substance education and ability to prescribe controlled substances required

### *Other Requirements:*

- 2+ years of experience as a Primary Healthcare Nurse Practitioner is preferred
- Recent clinical experience in a mental health and/or addictions setting is preferred
- Demonstrated competencies related to safe, effective and ethical prescribing
- Experience with substance use interventions an asset
- Current CPIC Vulnerable Sector Check
- Posses a valid Ontario Class G Driver's License with access to a reliable, insured vehicle

## **HOURS OF WORK**

Full-Time – 35.5 hrs/wk

## **WORK LOCATION**

In-office

**REMUNERATION**

Negotiable based on experience

**START DATE**

January 5, 2026

**APPLICATION DEADLINE**

November 12, 2025

Those interested in applying should submit their resume and cover letter in confidence to:

**Henvey Inlet First Nation – Human Resources**

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: [recruitment@henveyinlet.com](mailto:recruitment@henveyinlet.com)

We thank all applicants, however only those selected for an interview will be contacted.

Henvey Inlet First Nation gives preference to all qualified First Nations people in accordance with Section 24(1) (a) of the Ontario Human Rights Code