



Position Description
Director of Geriatric Services
February 1, 2012

Work Title: **Director of Geriatric Services**
Accountable to: **Chief Executive Officer**
Status: **Full-time employee**

Primary Accountabilities

- Reporting to the CEO, the Director of Geriatric Services works in collaboration with the senior management team on overall Society operations, strategy, budgeting and financial management, policy, and organizational leadership
- Has senior management accountability for the development, planning, and direction of geriatric programs within the context of disabilities services, and the development of organizational capacity for provision of geriatric care
- Provides staff training, development, and performance management in geriatric care
- Develops and maintains external relationships with other developmental disabilities, health, and geriatric care providers and within the health care system, including organizational outreach, coordination, collaboration, and advocacy
- Provides outreach, support, education, and information programs to client families and caregivers on issues related to geriatric care, including transition planning
- Serves as a source of expertise on geriatric issues within the society and stays current on developments and innovations in geriatric care
- Provides support as necessary to fundraising and communication activities related to geriatric care
- Works with committees of the board as may be required
- And other duties that may be required relevant to a senior management role

Desirable Qualifications

- Training and accreditation as a nurse or occupational therapist including gerontological training/accreditation; masters level education or equivalent experience preferred
- Minimum ten years' experience – five years experience in management of geriatric services
- Experience working in a social service environment
- Practical familiarity with the health care system in British Columbia, particularly with respect to geriatric care; good networks in the health system

- Experience with developmental disabilities preferred but not necessary; must be able to be comfortable and supportive in working congenially with persons with special needs and their families and caregivers
- Experience with the delivery of community-based services
- Demonstrated experience in program development and implementation
- Financial, budgeting, and planning skills at the program level
- Demonstrated experience in staff leadership and development, and in the management of growth
- Other relevant post-secondary education
- Good communication, facilitation, and leadership skills
- High tolerance for uncertainty and change
- Ability to lead change
- Willingness and ability to personally affirm the mandate, vision and goals of the Garth Homer Society