

**POSITION TITLE:** Registered Nurse  
**JOB REPORTS TO:** Program Manager and/or Director of Operations  
**LOCATION:** Carleton Place (22 Costello Dr) and Almonte as needed (95 Spring St)  
**FULL TIME EQUIVALENT:** 30 hours per week (0.8FTE)  
**DATE CREATED:** January 2026  
**APPROVED BY:** PROGRAM MANAGER

#### **JOB SUMMARY:**

The Registered Nurse will work collaboratively in a multidisciplinary team providing comprehensive community nursing with a focus on health promotion, disease prevention, client education and chronic disease management to patients of the Ottawa Valley Family Health Team (OVFHT).

#### **COMPENSATION:**

The Registered Nurse compensation is based on funding from Ontario Health.  
Salary Range: \$69,000 to \$74,149 per year plus benefits and the opportunity to participate in the OVFHT's RRSP matching program. Vacation time, paid sick, and personal days will be determined as per the OVFHT Vacation Policy.

#### **START DATE:**

As soon as possible.

#### **RESPONSIBILITIES:**

- Provides community nursing within the scope of practice of a Registered Nurse as outlined in the College of Nurses of Ontario's Practice Standards, including assessments, education, treatment, and follow-up.
- Triage and assesses patients to identify appropriate nursing interventions.
- Provides care in accordance with OVFHT medical directives.
- Provides care to individuals of all ages and their families, placing an emphasis on health promotion and disease prevention.
- Delivers OVFHT programs and services in collaboration with our multidisciplinary teams in Carleton Place and Almonte.
- Supports patients and families to take increased responsibility for their health by involving them in risk factor assessment, goal setting, and health promotion.
- Participates in the development, planning and evaluation of programs, services, and educational materials of the OVFHT.
- Develops and discusses appropriate individual care plans with clients based on best practices and guidelines in coordination with their care team.

- Supports the collection of data as required for statistical/reporting purposes.
- Observe, collect, and record patient data in the Electronic Medical Record (PS Suites).
- Maintains confidentiality of team, personnel, and patient information.
- Facilitates appropriate in-services and external education sessions.

#### **PROFESSIONAL DEVELOPMENT:**

- Maintains and develops professional competence through ongoing professional development.
- Stays current and aware of opportunities to implement new, evidenced-based methods of patient assessment and treatment.
- Participates in self-directed learning to ensure that practice remains relevant by attending professional conferences, e-learning, and journal reviews.
- Participates in clinical projects/studies and interdisciplinary meetings as required.

#### **SKILLS:**

- Knowledge and understanding of the Canadian and Ontario healthcare systems.
- Clinical experience as an RN.
- Communicates effectively with all patients, families, peers, and other health care professionals.
- Demonstrates the ability to teach and share information while treating a patient.
- Knowledge and proficiency in current evidenced-based methods and practices of primary care delivery, with an emphasis on health promotion and risk reduction.
- Excellent organization, evaluation, time management, communication, and interpersonal skills.
- Proficiency in the use of computer hardware and software.
- Excellent verbal and written communication skills.

#### **PHYSICAL AND MENTAL DEMANDS:**

- The position requires minimal physical effort, and the workday comprises roughly of equal amounts of standing and sitting.
- This position may involve routine exposure to persons with contagious or infectious illnesses and requires constant attention to infection prevention and control procedures.
- The RN may occasionally be exposed to highly emotional or agitated patients and may occasionally have to practice de-escalation.
- The RN may occasionally need to deal with those who are terminally ill.  
This position requires the ability to exhibit critical thinking and deductive reasoning skills. The RN will have competing priorities and must be able to prioritize and balance many tasks and responsibilities.

#### **QUALIFICATIONS/EXPERIENCE:**

- Baccalaureate of Science in Nursing required.
- Current registration with the College of Nurses of Ontario is required.

- Current membership with RNAO is required.
- Demonstrated experience in multidisciplinary Community and/or Primary Care Setting
- Dependability, reliability, and the ability to work under pressure and meet deadlines.
- Ability to work in compliance with staff and patient safety practices, policies, and procedures.
- Computer literacy: EMR (TELUS Practice Solutions – an asset), Microsoft Office Suite
- Basic First Aid and CPR certification.

#### **ACCOUNTABILITY:**

The RN is to practice within the scope and according to the standards of practice as outlined in the College of Nurses of Ontario.

#### **PERFORMANCE EVALUATION:**

Competency performance levels will be defined on an annual basis during a formal employee performance evaluation process. The Program Manager will develop these annual reviews. Evaluations of performance will be justified both quantitatively and qualitatively through examples of regularly occurring behaviors. Informal and semiformal feedback will be continually provided throughout the year between the direct supervisor and the incumbent.

#### **HOW TO APPLY:**

To apply for this exciting clinical opportunity, or get more information, please submit your application to [klesway@ovfht.ca](mailto:klesway@ovfht.ca)

We thank all candidates for their interest in this opportunity. Please note that only those candidates selected for an interview will receive a response to their application.

The OVFHT welcomes those applicants with disability related needs and those who require accommodation during the recruitment process. Please provide notice of your need for accommodation upon scheduling of an interview.