



**JOB POSTING  
DIABETES MANAGEMENT SERVICE SUPERVISOR  
FULL TIME TERM POSITION (Oct 2018)  
COMMUNITY HEALTH NURSES PROGRAM  
DEPARTMENT OF HEALTH**

**PAY LEVEL: Nutri \$68,578.82-\$69,149.96**

**SUMMARY OF RESPONSIBILITIES:**

The Diabetes Service Supervisor will provide leadership and administrative management for the day-to-day operations and development of the Community Health Diabetes Management Services. The Supervisor will also provide direct client services a minimum of two (2) days a week. General responsibilities are associated with diabetes-prevention and management and supervision of professional, paraprofessional and specially-trained personnel. Provide caseload management for diabetes care and/or prevention; program planning for long and short-term activities; team collaboration and community partnership-building. The Diabetes Management Service Supervisor will engage a variety of local and off site training and administration duties. In collaboration with the Program Manager, the Diabetes Management Service Supervisor will conduct periodic program reviews related to staffing design, work product, community needs and services to ensure positive growth and support of departmental and organizational goals toward a healthy community.

**QUALIFICATIONS:**

• Must be currently registered with the College of Nurses of Ontario and Quebec with BSCN and minimum of two (2) years' experience providing diabetes education

**OR**

• Must be currently registered with the College of Nurses of Ontario and Quebec with a diploma in nursing and more than three (3) years' experience providing diabetes education

• Certified Diabetes Educator (CDE) is considered an asset

**UNDERFILL:**

• Registered Nurse or Registered Dietician w/ minimum one (1) year experience in diabetes education and 1 year supervisory experience.

All interested applicants must **submit a letter of interest, resume, copies of all diplomas/certificates** and a valid driver's license along with three references submitted on a consent to release reference check form (Contact Human Resources) **no later than 4:00 PM, Thursday, October 26, 2017 to:**

Shayleen Thompson, HR Staffing Officer  
Administration Building #1  
Akwesasne, Quebec  
H0M 1A0  
Phone; (613) 575-2250 Ext 2150  
Email: [shayleen.thompson@akwesasne.ca](mailto:shayleen.thompson@akwesasne.ca)

- Applicants must clearly outline that they meet the qualification requirements on their resume.
- Native preference in hiring.
- As a requirement of employment all applicants must have a Canadian Social Insurance Number.
- A criminal records check is mandatory.
- An eligibility list will be created for one year.
- **Only those selected for further screening or an interview will be contacted**