



Job Description

Grey Bruce Hospice Inc.

Position Title:	Hospice Director
Location:	1725 10th St East, Owen Sound N4K 0G5
Reports To:	Board of Directors
Employment Type:	Full-Time

Position Overview

As the Hospice Director for Grey Bruce Hospice Inc., you will oversee all facets of our organization to ensure the delivery of compassionate, high-quality care that aligns with our mission and community values. Reporting directly to the Board of Directors, this role requires a strategic and compassionate leader with strong relationship-building skills, fiscal acumen, and a collaborative approach. A background in clinical care or healthcare management is preferred.

Key Duties and Responsibilities

- 1. Drive Strategic Direction and Organizational Objectives:**
 - Provide visionary leadership to achieve Grey Bruce Hospice’s mission by implementing and executing the Board-approved strategic plan. Collaborate with the Board of Directors and staff to develop both short- and long-term strategies that align with community needs and Board goals, setting clear, actionable objectives to ensure effective, continuous service in support of Grey Bruce Hospice’s long-term vision and mission.
- 2. Coordination of Human Resources Management:**
 - In conjunction with the Human Resources team, contribute oversight and strategic vision in execution of staff recruitment, development, performance management, and compliance with employment standards. Build a supportive, collaborative work environment focused on compassion and professionalism.
- 3. Collaboration with Clinical Coordinator:**
 - Provide oversight of clinical coordination, recognizing that the clinical team is at the heart of Grey Bruce Hospice’s mission. In collaboration with the Physicians and Clinical Coordinator, support clinical staff and facilitate a seamless, holistic approach to patient care.
- 4. Volunteer Program Management:**
 - Provide strategic oversight for the volunteer program in collaboration with the HR Coordinator, ensuring a well-supported framework for volunteer recruitment, training, and engagement. Foster a respectful, supportive environment that values and appreciates the contributions of our volunteer team.

5. Ensure Consistent Funding for Grey Bruce Hospice:

- Cultivate a strong, collaborative working relationship with the Grey Bruce Hospice Foundation, aligning with their fundraising initiatives.
- Lead grant writing efforts to secure additional funding and resources to support Grey Bruce Hospice's mission.

6. Fiscal Responsibility:

- Exercise fiscal responsibility by overseeing budget planning and resource allocation in collaboration with the Financial Coordinator, ensuring alignment with operational goals and prudent management of resources.

7. Regulatory & Partnership Compliance:

- Ensure accountability and compliance with the Ministry of Health (MoH), South West Home and Community Care Support Services (SW-HCCSS), and Grey Bruce Ontario Health Team (GB-OT), upholding standards and regulatory requirements.
- Sustain strong relationships with community partners, healthcare agencies, and service providers essential to the organization's service delivery.

8. Community Engagement & Representation:

- Act as a visible, engaged representative of Grey Bruce Hospice in the community, building awareness of hospice services, advocating for compassionate end-of-life care, and fostering partnerships to advance the organization's goals.

9. Conflict Resolution & Team Harmony:

- Serve as the primary leader in managing and resolving conflicts effectively, ensuring a harmonious work environment. Utilize strong interpersonal skills to mediate disputes, support team unity, and uphold a respectful and constructive workplace culture.

10. Quality Assurance & Continuous Improvement:

- Implement quality indicators to ensure continuous improvement in patient care and operational efficiency. Regularly assess and enhance the quality of care and services, ensuring alignment with hospice best practices.

11. Board Collaboration & Governance Support:

- Provide the Board of Directors with the information and insights necessary to fulfill their governance role effectively. Prepare regular reports and updates on organizational performance and strategic progress.

Qualifications

- Bachelor's degree in healthcare administration, nursing, social work, business management, or a related field (Master's degree or higher preferred).
- Minimum of 5 years of experience in a senior management or leadership role, ideally within a healthcare, hospice, or non-profit setting.
- Strong clinical background or significant experience in clinical operations is preferred.
- Proven ability to oversee and support volunteer program leadership, including recruitment, training, and retention, to ensure the success of a large, mission-driven volunteer team.
- Proven skills in relationship building and collaboration, particularly with foundation partners and fundraising entities, and experience in grant writing.



Job Description

- Strong community engagement experience, with the ability to represent the organization and build partnerships effectively.
- Excellent conflict resolution skills, with the ability to mediate and resolve issues constructively to maintain a positive team culture.
- Demonstrated fiscal responsibility and experience in overseeing budgets, even without advanced financial expertise.
- Strong interpersonal and communication skills, with a compassionate and mission driven approach to leadership.

Compensation

Grey Bruce Hospice Inc. is a Healthcare of Ontario Pension Plan (HOOPP) employer, offering a competitive salary with comprehensive benefits.

Commitment to Health & Safety

All employees must personally comply with, assume appropriate Internal Responsibility Systems, and compliance with all health and safety practices, standard operating procedures and the Occupational Health and Safety Act and Regulations. This includes completion of designated Health and Safety training.

To apply, please email cover letter and resume to hd@greybrucehospice.com