



POSITION DESCRIPTION

POSITION TITLE: Musculoskeletal Injury Prevention Education Facilitator	DEPARTMENT: Human Resources
CLASSIFICATION: Occupational Therapist or Physiotherapist	APPROVED BY: Regional Lead – Human Resources
UNION: MGEU Professional Technical	DATE APPROVED: January 7, 2016

REPORTING RELATIONSHIPS

POSITION REPORTS TO: Manager – Occupational Safety & Health

POSITIONS SUPERVISED: None

POSITION PURPOSE

Reporting to the Manager – Occupational Safety & Health, the Musculoskeletal Injury (MSI) Prevention Education Facilitator participates in the development, implementation and evaluation of the Safe Client Handling and Injury Prevention Program (SCHIPP) for direct care provider staff. The role encompasses the identification of risk prevention of musculoskeletal injuries in all facets of the region. The incumbent works as a member of the Human Resources Team and participates in the selection, training and supervision and evaluation of supplementary training staff/volunteers.

The incumbent will exercise the appropriate level of initiative and independent judgment in determining work priorities, work methods to be employed and action to be taken on unusual matters. The position functions in a manner that is consistent with the mission, vision and values; and the policies of Southern Health-Santé Sud.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

Duties and functions include but are not limited to the following:

- Demonstrates and maintains clinical expertise in the area of ergonomic principles relating to individualized client care needs, and safe client handling and movement applicable to the program.
- Promotes knowledge translation of best practices for all learners.
- Identifies training/education needs of staff pertaining to safe handling and movement.
- Establishes education priorities, implements training programs and participatory methods of learning for participants.

- Evaluates impact of training programs and other safe handling and movement recommendations.
- Participates in the creation, review and revision of curricula, learning resource materials and training programs pertaining to safe client handling and movement.
- Participates in implementation of training programs through maintenance of documentation and reporting processes, ordering of training supplies, scheduling of classes and organization of supplementary teaching staff.
- Provides theoretical and skill instruction for staff in orientation, comprehensive training for SCHIPP modules and other relevant in-services.
- Contributes to making the organization safe for patients, residents, clients and staff, and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.
- Pursuant to the Regional Health Authority Act, Southern Health–Santé Sud is designated bilingual (English/French). Accordingly, all employees accept responsibility to support clients in their official language of choice.
- Performs other duties as assigned.

RESPONSIBILITIES AND ACCOUNTABILITIES ARE ASSIGNED IN BROAD ORGANIZATIONAL OBJECTIVES. THE POSITION IS SUBJECT TO REVIEW OF GENERAL EFFECTIVENESS AND ATTAINMENT OF OBJECTIVES THROUGH PERFORMANCE MEASUREMENTS.

PERFORMANCE MEASUREMENTS

1. To be defined.

QUALIFICATIONS

EDUCATION/CERTIFICATION:

- Baccalaureate or Clinical Masters Degree in Occupational Therapy or Physiotherapy.
- Registration with the College of Occupational Therapists of Manitoba (COTM) or College of Physiotherapists of Manitoba (CPM).
- Member in good standing with the Canadian Association of Occupational Therapists or Canadian Physiotherapy Association (CPA).

KNOWLEDGE AND EXPERIENCE REQUIRED:

- Minimum five (5) Years recent Occupational Therapy or Physiotherapy experience in a Community or Health Care Setting.
- Minimum two (2) years experience in Adult Education.
- Proficiency in Microsoft Office Applications and Outlook.

SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:

- Demonstrated ability to critically analyze research and evidence based/evidence informed practice to develop procedures, protocols and guidelines related to safe client handling within the program.
- Demonstrated ability to problem solve in non-standardized care environments.
- Given the cultural diversity of our region, the ability to respect and promote a culturally diverse population is required.
- Proficiency of both official languages (English/French) is essential for target and designated bilingual positions.

- Demonstrated ability to respect confidentiality including paper, electronic formats and other mediums.
 - Demonstrated ability to meet the physical and mental demands of the job.
 - Good work and attendance record.
 - Completes and maintains a satisfactory Criminal Record Check, Vulnerable Sector Search, Adult Abuse Registry Check and Child Abuse Registry Check, as appropriate.
 - All Health Care workers are required to be immunized as a condition of employment in accordance with Southern Health-Santé Sud policy.
 - Requires a valid Class 5 driver's license, an all purpose insured vehicle and liability insurance of at least \$1,000,000.00.
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WORK CONDITIONS:

- No hazardous or significantly unpleasant conditions.
 - May work occasionally evenings and weekends as necessary.
 - Will be required to travel to other regional facilities as the position duties may require.
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SALARY SCALE:

As Per MGEU Professional Technical Collective Agreement Salary Scale.

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.