

Advice of Vacant Position

Date:	October 1, 2025
Position title:	Charge Nurse – Residence
Hourly rate:	\$49.20 to \$67.08
Status:	Regular Full Time (37.5 hours per week, Mon – Friday 8.30am to 4.30pm)
Position Start Date:	November 3, 2025
Closing date:	Position remains open until filled. Please send your resume and cover letter to humanresources@drpeter.org

The Dr. Peter Centre provides compassionate HIV care for people living with significant health issues including mental illness, trauma, substance use, unstable housing and poverty.

Through its day health, 24-hour care residence and enhanced supportive housing programs, the Dr. Peter Centre provides healthy meals, counselling, therapies, nursing, and a safe place for peer socialization and support. This integrated model of care successfully engages individuals in their health care, improving adherence to HIV treatment and overall health.

We are currently looking for a Charge Nurse to join our Residence team on a full-time basis.

Position Description

Under the supervision of the Director of Campus of Care or designate, The Charge Nurse plays a key leadership role in supporting the nursing team to deliver safe, compassionate, and evidence-based care. This position ensures optimal health outcomes for residents by providing clinical oversight, guiding LPNs, and acting as a liaison between staff, healthcare providers, and community partners.

Key Responsibilities

Clinical Oversight

- Assess high-risk clients each shift and ensure appropriate care interventions are in place.



- Support Licensed Practical Nurses (LPNs) on shift, stepping in for clinical tasks beyond their scope of practice.
- Liaise with the Nurse Practitioner (NP) and primary care physicians to coordinate resident care.
- Lead weekly Grand Rounds with the NP to review complex cases and ensure consistent care planning.
- Attend and coordinate care conferences for residents.

Specialized Clinical Duties

- Oversee infection control practices and ensure compliance with protocols.
- Assign and audit care plans to maintain accuracy and resident-centered focus.
- Conduct weekly wound care rounds.
- Track and follow up on medication errors, implementing quality improvement measures.
- Participate in the Medication Advisory and Safety Committee.

Education and Mentorship

- Facilitate clinical education in collaboration with the NP to build staff capacity and knowledge.
- Provide on-shift coaching and support to foster professional growth among nursing staff.

Incident Management

- Complete and submit incident reports in a timely manner.
- Lead investigations, track findings, and submit reports to the Director, Campus of Care.

Partnerships and Liaison Work

- Act as the primary nursing liaison for community partners and external agencies.
- Collaborate with internal teams to ensure seamless care coordination.

Additional Duties

- Work with AO around scheduling needs.
- Participate in the Clinical on Call (COC) responsibilities.
- May be required to cover the floor if no LPN is available.
- Perform other responsibilities and duties as assigned and required to support high-quality resident care.

Education, Qualifications and Experience

- Current registration as a **Registered Nurse (RN)** with BCCNM in good standing.
- Demonstrated excellence in clinical practice and critical thinking.
- Strong interpersonal and communication skills, with the ability to build trust and rapport and work collaboratively with clients, team members and community members.
- Experience in harm reduction and HIV nursing.
- Experience in substance use nursing.
- Ability to work collaboratively within an interdisciplinary team.
- Commitment to organizational values of **Integrity, Humanity, Tenacity, and Authenticity**.

General Working Conditions

This is a full-time position with an hourly pay rate of \$49.20 to \$67.08. This position requires flexibility and the ability to prioritize workload, and the ability to work in a fast-paced environment where demands and deadlines may change with short notice. Multitasking and flexibility are a must in order to meet deadlines, and to support many operational functions/activities that may occur concurrently or without notice. An understanding of the importance of maintaining the confidentiality of sensitive employee/client information is necessary.

If you have suitable qualifications and experience for this position, please send your resume to humanresources@drpeter.org.

Note: We thank all interested applicants. Regretfully, we are not able to respond to phone calls or emails, and we are able to respond only to those applicants who are being considered for an interview.