

## DEPUTY MANAGER

### Residential Aged Care Facility

**UnitingCare Ageing** is one of the largest aged care providers in NSW and the ACT. The Sydney Region comprises 13 residential services, 18 community care services along with 70 self care units and the War Memorial Hospital Waverley which provide care to over 1,500 older people in our community.

Woodfield, located in Haberfield, is a UnitingCare Ageing – Sydney Region residential aged care facility. The facility includes Woodfield Nursing Home which consists of 46 high care beds, including a 25 bed Dementia specific unit; and Woodfield Lodge, a 57 place low care Hostel.

Reporting to the Facility Manager we have an exciting opportunity for a dedicated and enthusiastic individual who has a passion for delivering high quality care that supports the lifestyle choices of our residents. In accordance with our Vision, Mission and Values, the primary objectives of this role are:

- Ensure related systems, policies and procedures are implemented
- Achieve quality and sustainability of all care service delivery activities across the area of responsibility in particular quality of care and resident and staff satisfaction.
- Ensure regulatory compliance
- To deliver a high level of customer service

#### Essential Criteria:

- Registered Nurse with current registration through AHPRA
- Experience working within a complex residential or community aged care environment
- Extensive experience managing staff
- A demonstrated ability to work independently and as part of a team
- Awareness and knowledge of current issues affecting older people
- Knowledge of quality improvement, accreditation systems and OH&S
- Knowledge of ACFI and care planning experience
- Knowledge of Regulatory Compliance and Legislation
- Excellent written and verbal communication skills
- Intermediate – advanced computer skills in Microsoft Office packages
- Experience with roster management
- NSW Drivers License

Applications and Enquiries: Recruitment Coordinator  
02 9568 8065  
[careers@sydneyagedcare.org.au](mailto:careers@sydneyagedcare.org.au)

**Applications close Monday 6<sup>th</sup> February, 2012, 9am**

*Aboriginal and Torres Strait Islander people are encouraged to apply.*

*UnitingCare Ageing offer a supportive and friendly team environment, we are an EEO employer. Only people with the right to work in Australia may apply for this position. Relevant criminal record checks and a physical functional assessment shall be conducted on applicants recommended for employment/appointment to positions within UnitingCare Ageing.*

[www.unitingcareageing.org.au](http://www.unitingcareageing.org.au)

