



Hearing and Speech Nova Scotia

Manager Regular 1.0 FTE Position

Position Number: Manager (NON-UNION)

Start Date: December 1, 2022

Closing Date: Open until filled

Hearing and Speech Nova Scotia (HSNS) offers a rewarding professional career opportunity within a provincial program. Established in 1963, HSNS is a province-wide program providing audiology services to Nova Scotians of all ages, and speech-language services to preschool children, home schooled children and adults. HSNS delivers integrated and standardized service in 35 clinic sites, located in 25 communities.

HSNS is accepting applications for the position of a **regular, full-time (1.0 FTE) Manager (non-union classification)** to support the delivery of high-quality hearing and speech clinical services and administrative functions. The home site for this position is at the Provincial Office in Halifax.

Hearing and Speech Nova Scotia is an inclusive employer who supports diversity, equality, and reconciliation. Our goal is to be a workforce that is representative, at all job levels, of the people we serve. We welcome qualified people from all ethnicities, genders, sexual orientation, age, religion, physical and mental abilities, family status, and political beliefs and affiliation who support the values and mission of HSNS.

Reporting to the assigned Director and in collaboration with the HSNS management team and external stakeholders, the successful candidate will be responsible for the management of clinical services including oversight of the quality and delivery of professional clinical services within the overall vision, mission, values and goals of the organization. The manager fosters a culture that promotes HSNS organizational values and ethics, champions patient safety, supports clients and their families' participation in their care, and supports a respectful, healthy, safe, ethical, and productive work environment.

Responsibilities for assigned sites/programs include:

- Leadership and service planning (oversight of allocation and quality of service and collaboration with internal and external stakeholders);
- Management of human resources (recruiting, orientation, professional support, and performance management);
- Quality management including program development and evaluation (risk management, quality improvement and patient safety);
- Financial/resource management within assigned portfolio (identifies budget requirements and monitors expenditures within an approved budget);
- Staff development/clinical education (identifies staff learning needs and recommends training opportunities);

- Utilization and data management (establishes performance measures and ensures quality and integrity of workload data).

This position involves travel throughout Nova Scotia and requires flexibility in work scheduling (a regular schedule to be provided at time of offer and subject to change). The successful candidate will be required to provide proof of COVID-19 vaccination prior to start date and will be required to demonstrate current immunization and/or boosters by the end of the probationary period.

This position offers opportunities in health care management, professional education, coaching, mentorship, program development and evaluation, and stakeholder engagement. Program portfolio, staff, site, and team lead assignments may change over time to reflect organizational requirements. The preferred start date is December 1, 2022.

The successful candidate must possess the following qualifications:

Qualifications:

- Master's Degree in Audiology or Speech-Language Pathology from an accredited program
- Registered member of the Nova Scotia College of Audiology and Speech-Language Pathology or eligible for membership
- Member of SAC or CAA or eligible for membership
- Minimum of three years clinical experience
- Management experience, including performance management, project and quality management
- Experience in a team leadership role
- Excellent communication and organizational skills
- Skills in Microsoft Office applications
- Valid Nova Scotia driver's license and access to a reliable vehicle; travel is required
- Proficiency in spoken and written English

Assets:

- Audiology Program development; implementation, monitoring and evaluation skills
- Formal leadership training
- Experience working in a unionized environment
- Skills in data analysis
- Experience with caregiver training programs
- Skills in inter-agency collaboration and community partnerships
- Clinical experience with varied hearing, balance, speech and language caseloads

Please apply using the following link: [Manager](#)

Note – All offers of employment will be conditional upon receipt of a criminal record transcript, child abuse registry search form and employment references, all to be satisfactory to the employer. We thank all applicants for their interest, however, only those selected for an interview will be contacted.