



Role title	Operational Manager Nursing – Paediatric Intensive Care Unit REF: NMCH 010119Z
Salary package	R532 449 – R599 274 plus benefits (OSD salary levels - DPSA)
Reporting structure	Deputy Nursing Director: Clinical Services
Closing date	28 January 2019
SUMMARY OF MAIN FUNCTIONS AND PURPOSE OF JOB	
<p>The Operational Nursing Manager – PICU contributes to NMCH's corporate management by providing strategic, professional and clinical leadership for all aspects of nursing in demonstrating care, compassion and respect for patients, carers and hospital staff.</p> <p>The Operational Manager will plan and implement the overall policies, procedures and services to ensure efficient and effective nursing operations. He/she supervises all nursing and unit-based personnel in the department to provide a safe, caring environment for the patient, their family and staff.</p> <p>The Operations Manager will also be responsible for coordinating quality nursing care by ensuring compliance to nursing standards, quality assurance and adherence to risk management. Collaboration with the interprofessional team is fundamental to promote the shared vision of the hospital.</p>	
LIST OF DUTIES AND RESPONSIBILITIES	



- Manage PICU within a framework that supports innovation and best practice
- Ensure the practice of paediatric nursing is safe; efficient and complies with Protocols, Policies, Rules and Regulations and Acts
- Provide day to day clinical supervision, support and leadership for clinical staff working in the unit
- Manage acuities and skill mix in such a way as to ensure cost effective quality care and customer satisfaction always
- Manage all costs emanating from the department
- Ensure correct billing, stock management and purchasing is achieved. Identify Quality Improvement opportunities
- Investigate all negative incidents and ensure appropriate reporting. Track and analyse trends with necessary action plans
- Evaluate the patient's journey through patient experience and stakeholder input – evaluate and analyse trends
- Evaluate nursing quality indicators and clinical outcomes
- Management of personnel to maximize organisation and employee effectiveness

- Develop a talented nursing workforce, ensuring talent pool is identified and a succession planning programme is available.
- Work effectively and co-operatively with others to establish and maintain good working relationships that are mutually beneficial
- Create and maintain a positive environment where the differences of others are recognized, understood, and valued, so that all can reach their full potential and maximize their contributions
- Develop collaborative relationships to help accomplish work goal
- Facilitate staff development both personal and professional
- Ensure professional conduct and appearance of staff
- Participate actively in the disaster planning and management
- Maintain safe working environment for patient, visitors and staff by promoting a safe and clean environment
- Responsible for decision making in the unit, utilising all available information, including clinical environmental and business intelligence

QUALIFICATIONS AND EXPERIENCE

- Must hold a Degree/Diploma in General Nursing Sciences
- A degree/diploma in Nursing Science



- Current Registration with SANC as a Professional Nurse and Midwife
- A diploma in Critical Care Nursing
- A minimum of 5 years appropriate/recognizable experience after registration with SANC as a General Nurse
- A minimum of 5 years of managerial experience

KNOWLEDGE, SKILLS, TRAINING AND COMPETENCIES REQUIRED

- Excellent verbal and written communication
- Good decision making and problem-solving skills
- Conflict management and negotiation skills
- Strong interpersonal skills and self-motivated
- Computer Literate
- Motivating, supporting and optimizing staff performance
- Health promotion and assurance of quality patient care
- Ensuring that nursing standards, quality assurance and risk management is maintained
- Promote sound staff, patient and doctor relationships

- Develop talented nursing leaders
- Managing nursing budget and understanding the financial fundamentals of the healthcare business
- Ability to build strategic interdepartmental relationships to help achieve business goals
- Knowledge of Code of Conduct and Labour Relations procedures / processes
- Knowledge of Patient's Rights Charter

APPLICATION PROCESS

Interested candidates who meet the above criteria are requested to e-mail a detailed CV to vacancies@nmch.org.za .

NB- Please state the reference number relevant to the position applied for. Applications without reference number will NOT be considered.

Please note that should you not hear from us within 4 weeks of your application, it would mean that your application has been unsuccessful.