



## ABOUT US

Turning Leaf is a non-profit, charitable organization that provides person-centered, crisis and treatment services to low and high-risk vulnerable and marginalized individuals living with mental illness and intellectual challenge in our community. Turning Leaf's support is customized to every individual's needs and risk level. We offer crisis-intervention and treatment services, community support, day program services, residential support (including emergency housing, 24-hour homes, cluster housing, and home share), a harm reduction program, clinical services, indigenous services and more.

***We are proud to be recognized as one of Manitoba's Top Employers of 2025. This honour distinguishes Turning Leaf as a leader in our industry, and as one of the top places to work in the province.***

## WHO WE SUPPORT

The participants of our programs are often deeply impacted by their circumstances which can become barriers to living safely and independently in the community. Trauma, homelessness, poverty, addictions, discrimination, sexual exploitation, societal stigmas, and lack of access to resources are some of the barriers our participants face every day.

## MAKE AN IMPACT

Being a part of the Turning Leaf team means you will have the opportunity to make a direct and positive impact on people's lives every day. The work is challenging in all the best ways and deeply rewarding. Many of our employees say they have found their life's purpose while working here.

Turning Leaf provides ongoing, meaningful training to ensure we remain an industry leader and that our employees have the skills and confidence to be successful in their careers. We are an organization that pledges to uphold a workplace culture of diversity, equity, inclusion, compassion, and respect.

We are growing more and more all the time and we are always hiring. If you feel called to be a part of the Turning Leaf team, please apply today.

## JOB SUMMARY

Reporting to the Clinical Health Program Manager the Nurse Practitioner provides service to program participants (experiencing intellectual challenge and/or mental illness) who access clinical health services. The Nurse works closely with the Clinical Health Program Manager and Administrative Assistant to observe, plan, and implement person-centred clinical health programming aimed at maximizing participant wellbeing and overcoming barriers to quality medical care.

The Nurse Practitioner additionally provides medical education and training to participants and staff. The Nurse is relied upon to provide leadership and contribute to program maintenance and development.

## ESSENTIAL REQUIREMENTS

- 18 years of age or older
- Cover letter and updated resume
- Completion of a university, college, or other approved Master of Nursing program
- Clear Criminal Record Check, with Vulnerable Sector Check (no older than three months)
- Clear Adult and Child Abuse Registry Checks' (no older than three months)
- Active membership in the College of Registered Nurses of Manitoba and current licensure as a Nurse Practitioner in Manitoba
- Valid Manitoba drivers license with consistent access to a reliable vehicle.
- Experience working with people with developmental disabilities and/or mental illness.
- Experience working with individuals from varied cultural backgrounds, socio-economic status, and the 2SLGBTQIA\* community is considered an asset.
- ASSETS
  - Experience with trauma and attachment.
  - Experience working with sexual offenders.
  - Experience working within evidence-based practice.
- Three employment references

## QUALITIES AND QUALIFICATIONS

Turning Leaf's Nurse Practitioner must possess the capacity to be aware of and have ability to remain calm in escalated situation. Nurse Practitioner are engage interpersonal relationship judiciously, empathetically, and professionally while executing their responsibilities and providing person-centered supports. Additional required attributes include:

- Aligned values with Turning Leaf Services
- Ability to read, analyze and interpret general information and data
- Consistency with processes and daily tasks
- Self-starter and proactive approach in resolving problems and issues
- Excellent oral and written communication skills, both written and verbal
- Excellent time management skills with strong attention to detail
- Work cooperatively and effectively with others to set goals, resolve problems, and make decisions to enhance organizational effectiveness.
- Ability to work both independently and as a member of a multi-disciplinary team in a fast-paced environment.
- Ability to interact with all levels of personnel. Treat all with dignity and respect and remain open and receptive to their needs.
- Excellent organizational and troubleshooting skills, with a strong attend to detail.
- Ability to develop a work schedule, set goals, create / implement action plans and monitor progress towards goals.
- Ability to effectively present information in a clear manner, demonstrate procedures and respond to questions.
- Ability to make clear and timely decisions and adapt to stressful situations.

## SUMMARY OF JOB DUTIES AND RESPONSIBILITIES

- To supply a service for a fee based on a determination of task and time required. This service must adhere to all Agency philosophy, policies and procedures, and guidelines, recognizing the participant centered and participant driven nature of service delivery.
- To provide medical nursing services to participants. This includes, but is not limited to:
  - Assess patients to identify and prescribe appropriate medical interventions.
  - Prescribe and administer medications and treatments in accordance with established policies and protocols.
  - Monitor, assess, address, document and report symptoms and changes in patients' conditions.
  - Order and interpret diagnostic tests.
  - Arrange referrals to specialists.
  - Operate or monitor medical apparatus or equipment.
- To collaborate with members of an interdisciplinary health team to plan, implement, coordinate, and evaluate patient care in consultation with patients.
- To develop and deliver specific trainings targeted to frontline support, case management and participants.
- To provide education and counsel based on evidence-based practice to patients and stakeholders on health-related issues in collaboration with other health care providers.
- Engaging with formal and natural supports to coordinate service and contribute to informed support planning. This includes offering ongoing case consultation to the case management and community support staff teams. To conduct in a professional manner when in the course of such business.
- To provide nursing care, supportive counselling, and life skills in community-based and intensive home support settings.
- On-call and scheduled visits to provide care in community and intensive home support environments
- Upon request, producing and sharing individualized clinical reports summarizing services in furtherance of informed support.
- To claim payment only for approved hours incurred.
- Travel within province in execution of job-related duties on special occasions
- To report any unusual occurrences to the Clinical Health Program Manager and, if directed, a representative of all appropriate agencies (e.g., Family Services or/and Probation Services).
- To assist and collaborate when applicable with any or all other collateral agencies as a representative of Turning Leaf Community Support Services Incorporated.
- To inform Case Manager and Human Resources of any change in their status and disclose any conflict of interest (e.g., Driving record, upcoming obligations) that may compromise their position or effectiveness.
- To be available for training as requested.
- To not use any physical force when working with a participant. Unless there is a present physical risk to the individual, or to another individual, including the service provider, physical restraint should never be used.
- To adhere to the participant-centered values of Turning Leaf Community Support Services Incorporated and Manitoba Family Services and Housing.
- To attend staff team meetings as scheduled and other meetings as required.
- To accurately and consistently document care provided as required by Turning Leaf's organizational policies and in accordance with the provisions of the Personal Health Information Act

- To provide consultatory support with the development of emergent clinical projects and programs
- To contribute to staff team meetings by providing input and suggesting resources
- To assist with timely and appropriate clinical response to urgent, short-notice crisis needs when such needs relate to the scope of the position.
- To utilize downtime to begin cultivating new community partnerships, program features or projects that address common service gaps.
- Other duties as assigned.

## **BENEFITS**

- Salary paid
- Health Benefits immediately
- GRRSP Program (optional)
- Paid Wellness Time
- Bereavement and Compassionate Care Time
- Mileage Reimbursement (when applicable)
- Employee Assistance Program (EFAP)
- 15 days vacation

## **HOW TO APPLY**

Applicants can express their interest by submitting a cover letter that clearly demonstrates why they are the ideal candidate (cover letters must cite specific examples congruent with the posting requirements) along with their resume to [careersmb@tlservices.ca](mailto:careersmb@tlservices.ca) We thank all applicants, but only those being considered for an interview will be contacted.

Turning Leaf welcomes applications from people with disabilities. Applicants with disabilities may request reasonable accommodation relating to the materials used and/or activities throughout the application and selection process. We thank all applicants, but only those being considered for an interview will be contacted.

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*Turning Leaf Support Services is committed to fostering and upholding an inclusive workplace that reflects the diversity of the communities we serve, including Indigenous Peoples. We believe in creating opportunities for everyone to thrive by embracing diverse perspectives, experiences, and identities. We encourage candidates from Indigenous communities, minoritized groups, underrepresented groups, and all walks of life to bring their unique talents to our team.*