Rideau Community Health Services
Your Community Health Centre

INTERNAL/EXTERNAL POSTING

Inviting applications for the position of: REGISTERED PRACTICAL NURSE – FOOT CARE

Location:	Smiths Falls – with travel to other sites
Hours:	1.0fte – 70hrs bi-weekly
Term:	indeterminate
Salary Range:	$51,900 - $61,800 annually or $28.516-$33.956 hourly
Start date:	as soon as possible
Existing Vacancy:	yes

Who we are:

Rideau Community Health Services (RCHS) is a non-profit, community-governed health and social service agency that provides comprehensive primary care, health promotion and community development services. Working with partners to provide integrated health and wellness services for various communities throughout Leeds, Grenville and Lanark counties.

What we offer:

- Competitive Rates
- Health Benefits – 100% premium pd,
- Pension Plan - HOOPP
- Generous paid time off – 4 weeks paid vacation
- Team Work
- Professional Development opportunities
- Work/Life Balance and Supportive Culture

About the Role:

See job description

Submit your expression of interest in the form of cover letter and resume by Dec 4, 2026

To Human Resources hr@rideauchs.ca

All applications are considered confidential. AI screening is not used in hiring.

RCHS is accountable to employees, clients and to the government of Ontario for meeting the standards set by the Accessibility for Ontarians with Disabilities Act, 2005 ("AODA") and its regulations. RCHS is an equal opportunity employer, respecting and embracing the needs and diversity of our employees. If you require an accommodation to fully participate in the hiring process, please call 613-269-3400, ext. 228.

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JOB DESCRIPTION

SUMMARY: The Registered Practical Nurse (RPN) provides nursing care and support to the clients of Rideau Community Health Services. Working in an interdisciplinary team, the RPN provides nursing services to clients both on-site and over the telephone as required. The RPN can provide other nursing and administrative functions to support the overall function and flow of the program.

COMMON RESPONSIBILITIES

- Collaboratively with the team, perform clinical tasks as required by assessing, planning, implementing and evaluating care and care plans
- In accordance with the CNO documentation standard, chart in the Electronic Medical Record; participate in chart reviews and case conferences, and make referrals
- Maintain clinical areas, resources, materials and equipment
- Assist with administrative tasks
- Experience within the primary health care/diabetes self management, virtual health, client education, as well as the flexibility to respond to a fluctuating workload and a changing environment are important qualities.
- Promote and reinforce the CHC approach and philosophy in all client interactions
- Provide primary health care to clients of the centre as guided by the College of Nurses of Ontario
- Work in a manner that preserves confidentiality and seeks to minimize risk
- Work in a manner that incorporates health promotion and recognizes the determinants of health
- Incorporate and strengthen collaborative and interdisciplinary teamwork
- Respect and value the diversity of communities and individuals
- Maintain competence and professional licence to practice
- Support the student and volunteer placement programs
- Promote awareness of and participate in RCHS activities
- Contribute to the work by participating in meetings and committees
- Work both regular and extended hours of operation in locations identified by RCHS
- Contribute to RCHS' practices of hiring, orienting, training and mentoring staff
- Contribute to the efforts to secure and maximize resources for current and new programs, services and activities
- Maintain current knowledge base with respect to the program and services you are providing.
- Participate in the efforts to enhance capacity through staff development
- Support and comply with the Occupational Health and Safety policies and procedures

QUALIFICATIONS:

- Registered Practical Nurse diploma from a recognized institution
- Current and unrestricted registration in the College of Nurses of Ontario
- Three plus years nursing experience in a community setting or combination of community and hospital/public health settings; experience in primary care settings an asset
- Thorough knowledge and proficiency in current nursing principles and practices and community-based health care
- Demonstrated ability to work effectively as a member of an inter-disciplinary team

- Proficiency in the use of computers and various software applications, experience with PS Suite an asset
- Experience and understanding of marginalized and rural communities and health needs
- Training in Foot Care an asset
- Excellent communication skills, both oral and written
- Awareness of, and ability to support, provincial and federal privacy regulations
- Demonstrated commitment to continuous learning and quality improvement
- Demonstrated ability to attend work on a regular basis
- Excellent organizational skills and above average attention to detail
- Ability to meet the physical demands of the position
- Current CPR an asset
- Current First Aid an asset

ACCOUNTABILITY:

- The RPN is responsible to his/her Regulating College (College of Nurses of Ontario) for the standard and quality of care provided in his/her clinical responsibilities. As a staff member, the RPN is accountable to his/her colleagues in within their team and reports to his/her/they Manager

WORK ENVIRONMENT

- Ability to work during operational hours in locations identified by RCHS; and, only as required, ability to occasionally work outside regular operating hours.
- Willingness and ability to travel to all sites.

OTHER

- Valid Driver's license
- Canadian criminal record check and a vulnerable sector check that are satisfactory to RCHS