

**CARSWELL CENTRE**

1871 Danforth Ave
Toronto, ON M4C 1J3
Tel: 416-699-7775
Fax: 416-699-7766

COXWELL SITE

#105-840 Coxwell Ave
Toronto, ON M4C 5T2
Tel: 416-469-6464
Fax: 416-469-6164

TAYLOR MASSEY

4 The Market Place
Toronto, ON M4C 5M1
Tel: 647-251-8195
Fax: 1-844-329-6384

Registered Nurse
Permanent, Part-Time (0.6 FTE)

Title:	Registered Nurse	Employment Term:	Permanent
Reporting to:	SETFHT CEO	Employment Type:	Part-Time (0.6 FTE)
Number of Positions:	1	Location(s):	HATM
Hourly Rate:	\$38.15 - \$41.40 per hour	Posting Status:	Open until filled

Benefits

- Optional enrollment in Health & Dental benefits, including AD&D, Long-Term Disability (LTD), and optional Life Insurance or 4% pay in lieu
- Healthcare of Ontario Pension Plan (HOOPP)
- Employee & Family Assistance Program (EFAP)
- Paid time off (vacation, sick, and personal days)
- Professional development time and funding

Company Description

South East Toronto Family Health Team (**SETFHT**) is an academic primary care clinic affiliated with the University of Toronto. Our organization comprises a range of Interdepartmental Healthcare Professionals (**IHPs**), including physicians, medical residents, nurse practitioners, registered nurses, social workers, registered dietitians, patient care coordinators, pharmacists, physician assistants, and chiropodists, all supported by an exceptional administrative team.

SETFHT is a proud partner at the Health Access Taylor Massey (**HATM**) clinic, which enhances primary care and interprofessional resources within the Taylor Massey community. SETFHT also utilizes existing community supports, services, and partnerships to improve access to comprehensive, equitable, and integrated primary and social care for local residents. SETFHT is dedicated to innovation, continuous improvement, and the strategic use of advancing technology to strengthen care delivery, improve efficiency, and enhance the experience of patients, providers, and staff.

Position Profile

We are seeking a dedicated and skilled Registered Nurse (**RN**) to join our team. The successful candidate will provide patient-centred nursing care in accordance with SETFHT policies, professional practice standards, and the requirements of the College of Nurses of Ontario (**CNO**). The RN will provide clinical assessment, treatment, patient education, and follow-up in collaboration with physicians and other members of the IHP team.

This position provides on-site nursing care at the HATM clinic (*4 The Market Place*), subject to funding and based on organizational needs.

Accountability

The RN reports and is accountable to SETFHT's Chief Executive Officer (CEO).

HEAD OFFICE

4th Floor - 1871 Danforth Avenue Toronto, ON M4C 1J3 T: 416-423-8800 F: 416-423-8803

When a patient's care needs fall outside the RN's scope of practice, the RN consults with or refers to a SETFHT nurse practitioner or physician.

Roles & Responsibilities

Through direct nursing care, health promotion, disease prevention, and care coordination, the RN supports patients and families at HATM. The RN is encouraged to practice to their full scope and works collaboratively with physicians and other members of SETFHT's interprofessional team to provide comprehensive, patient-centred care.

Key responsibilities include:

- Accurately document confidential patient information, treatment plans, and outcomes accurately and in a timely manner while maintaining confidentiality
- Perform clinical procedures within the RN's scope of practice, including Pap tests, suture removal, skin and wound dressings, tuberculosis (TB) testing, wart treatment, and ear-syringing
- Maintain the patient recall system to support preventive screening and follow-up, including cervical, breast, and colorectal cancer screening, as well as hypertension and diabetes care
- Administer and document immunizations and allergy injections. Review patients' immunization status and provide education about recommended immunizations and injections, including their benefits and possible side effects
- Support vaccine management, including monitoring refrigerator temperatures, maintaining inventory, and ordering vaccines
- Monitor blood pressure (BP), assess patients' responses to medications, and provide education to support BP management
- Work collaboratively with the IHP team to develop, implement, and monitor chronic disease management programs, including those focused on cardiovascular disease and diabetes
- Build and maintain relationships with community partners to facilitate patient access to services in collaboration with the IHP team
- Participate in nursing team meetings to share ideas, clinical experiences, and knowledge gained through continuing education to support team learning, collaboration, and cohesion
- Maintain a safe and clean working environment by adhering to infection prevention and control (IPAC) protocols and ensuring equipment is properly cleaned, disinfected, or sterilized as appropriate, and maintained
- Support the orientation and training of new staff and, as appropriate, residents and students

Skills & Qualifications

- Current registration in good standing as a Registered Nurse (RN) with the College of Nurses of Ontario
- Current CPR and First Aid certification
- Experience in community health, geriatrics, diabetes care, and/or wound care is considered an asset
- Strong clinical assessment, critical thinking, and decision-making skills
- Strong oral and written communication skills to support clinical documentation, patient education, and interprofessional collaboration
- Demonstrated ability to build therapeutic relationships through respectful, patient-centred care



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- Ability to work independently while maintaining accountability to CNO standards and organizational policies
- Strong interpersonal and time-management skills, with the ability to manage competing priorities in a clinical and community setting
- Proficiency with electronic medical records and documentation systems
- Demonstrated commitment to ongoing professional learning, quality improvement, and regulatory compliance

Other Requirements

- Excellent conflict management and resolution skills
- Experience working with people with low incomes and communities with diverse racial, cultural, and linguistic backgrounds, including newcomers
- Commitment to an anti-oppressive, anti-racist, and LGBTQ+ affirming approach to care
- Ability to work effectively within a diverse, interprofessional team
- A high degree of professionalism, ethical conduct, and respect for confidentiality

Hours of Work

Regular working hours are primarily weekdays between 8:30 a.m. to 4:30 p.m., with the possibility of evening and weekend shifts, as required.

Additional Information

SETFHT does not use artificial intelligence (AI) to screen, assess, or select applicants for this position. All hiring decisions are made by human reviewers.

We thank all applicants for their interest, but only those selected for an interview will be contacted. As this role involves working with vulnerable populations, including children and the elderly, a criminal background check will be required for this position.

SETFHT is committed to a respectful, inclusive workplace and anti-oppressive principles. We encourage qualified applicants of all ages, races, ethnic origins, religions, gender identities, and sexual orientations, and persons with disabilities, to apply and help us build a team that reflects the diversity of the communities we serve.

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA), accommodations will be available throughout the hiring process upon request. SETFHT maintains a scent-free environment. All employees, students, volunteers, and visitors are asked to refrain from wearing fragrances or scented personal care products (such as perfumes, lotions, hairspray, etc.) while on the premises.



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South East Toronto
Family Health Team

Job Contact Information

Human Resources

South East Toronto Family Health Team

E-mail: humanresources@setfht.on.ca

Subject: RN (Part-Time)

