



VACANCY: JOINT MEDICAL HOLDINGS

DIVISION:	ISIPINGO HOSPITAL
JOB TITLE:	NURSING SERVICES MANAGER
PURPOSE OF POSITION	
We are currently seeking a dedicated and experienced Nursing Services Manager to join our team. The Nursing Services Manager will oversee the nursing function, ensure high-quality patient care, and promote a positive work environment.	
KEY PERFORMANCE AREAS	
<ul style="list-style-type: none">• Supervise and coordinate nursing staff, including hiring, training, and performance management.• Develop and implement nursing policies and procedures to ensure compliance with regulatory standards and best practices.• Monitor patient care activities and outcomes to maintain high standards of quality and safety.• Collaborate with other healthcare professionals to optimize patient care delivery and outcomes.• Manage departmental budgets, resources, and equipment to ensure efficient operations.• Incorporating training and development, succession planning, and performance management strategies in alignment with organizational goals.• Foster a culture of continuous improvement and professional development among nursing staff.• Supporting unit managers in maintaining compliance with regulatory expectations from bodies such as SANC, OHSC, Department of Health, and other relevant bodies.• Assisting unit managers in investigating all negative and moderate to severe incidents events, ensuring timely reporting.• Identify areas of non-compliance through clinical audits and risk assessments.• Ensure the implementation of quality initiatives aimed at managing risks within the hospital• Monitor compliance with infection control principles based on infection control policies and procedures.• Support the unit manager in ensuring timely resolution of complaints and implementing remedial actions, assessing their effectiveness, and identifying trends.• Evaluate the patient's journey through patient experience and stakeholder input.• Delegate decision-making authority, tasks, and responsibilities to appropriate individuals to maximize organizational and employee effectiveness.• Facilitate effective change and conflict management within the organization.• Ensure professional conduct and appearance of staff members.• Support the unit manager in handling human resources-related matters such as disciplinary and grievance procedures and performance management.	
COMPETENCIES (The following will be advantageous)	
MINIMUM REQUIREMENTS (Educational Qualifications & Experience)	<ul style="list-style-type: none">• Relevant Degree/Diploma in Nursing• Post Graduate Management Qualification• Active registration with SANC• Proven experience in a leadership role in a healthcare setting.• Proficiency in computer applications, including electronic medical records systems.



SKILLS AND COMPETENCIES (Practical & Technical)	<ul style="list-style-type: none">• Strong leadership and communication skills.• Ability to prioritize tasks, solve problems, and make effective decisions.• Knowledge of healthcare regulations and accreditation standards.• Excellent organizational and time management abilities.• Proficiency in computer applications relevant to healthcare management.• Demonstrated ability to work collaboratively in a multidisciplinary team environment.• Commitment to promoting a positive work culture and employee engagement.• Flexibility to adapt to changing priorities and work demands.• Empathy and compassion for patients and their families.• Ethical conduct
BEHAVIOURAL ATTRIBUTES (Personality Characteristics)	<ul style="list-style-type: none">• Possess strong leadership, communication, and problem-solving skills. Adaptable, customer-focused, and capable of working well in a team. Attention to detail, empathy, and professionalism are also crucial attributes. Additionally, organizational skills and a commitment to continuous improvement are essential for ensuring smooth operations and providing excellent service to patients and visitors.
JMH VALUES (Commitment)	<ul style="list-style-type: none">• Respect for Individual Dignity: We uphold the dignity of every individual.• Excellence in Service to Doctors: We ensure top-quality service delivery to our physicians through efficient processes, clear communication, and proactive support, meeting their needs and exceeding expectations.• Trust and Development: We aim to nurture trust among our team members and offer training and growth opportunities to help them realise their maximum potential.
REMUNERATION AND BENEFITS	<ul style="list-style-type: none">• Competitive salary commensurate with experience.• Comprehensive benefits package, including medical aid and retirement plans.• Opportunities for professional development and career advancement.• Supportive work environment with a focus on work-life balance.
Interested candidates are invited to submit a resume. Please indicate "Nursing Service Manager Application" in the subject line to: isirecruitment@jmh.co.za	
Join our team at Isipingo Hospital and contribute to our mission of providing exceptional care to our patients and community. Apply now to become our Nursing Services Manager and make a difference in healthcare delivery. NB: Only short-listed candidates will be contacted. Closing date for applications 28 June 2024 Yours faithfully Jenny Bux - Group HR Manager	