



## QUINTE AND DISTRICT REHABILITATION INC.

*Providing quality, professional, client centered rehabilitation services*

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### Director of Clinical Services

Quinte & District Rehabilitation (Quinte Rehab) is a progressive therapist-owned company with a diverse clientele requiring services in their home setting and in our clinic setting.

We are currently seeking an energetic, self-motivated professional to lead our innovative and dynamic clinical team; which encompasses Occupational Therapists, Physiotherapists, Social Workers, Speech Language Pathologists, and Dietitians. You will report to the Executive Director in this key role with the following areas of responsibilities:

#### **Human Resource Management:**

- ✓ Ensure therapists' overall compliance, work performance, appropriate caseload demands and skills maintenance/development
- ✓ Oversee recruitment and retention activities for therapy teams

#### **Quality Improvement Initiatives**

- ✓ Conduct compliance audits and analysis
- ✓ Assess, measure, and benchmark overall program effectiveness, relevance and risk factors

#### **Program Management/Development**

- ✓ Work as a positive member of the management team, to support company strategic plans
- ✓ Respond to and address Client, referral source and community partner inquiries
- ✓ Participate in developing, implementing and evaluating new clinical initiatives

#### **As the successful candidate you will have:**

- Current registration with a Regulated Health Professional College
- A strong background in both a community rehabilitation and management role
- Exemplary communication skills to motivate therapists and therapy team leads
- Stellar organizational and leadership skills
- Proficient computer literacy pertaining to healthcare applications, including MS Office
- Additional formal training in Business, Human Resources, Quality and/or Risk Management is preferred
- Experience with Accreditation Canada standards is an asset

Please forward your resume along with a cover letter in confidence to:

Jennifer Mills  
Executive Director  
**Quinte and District Rehabilitation**  
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