



#204 - 4133 - 4th Avenue, Whitehorse, Yukon Y1A 1H8  
Phone: 867-667-4062 Fax: 867-668-5123 Web: [www.yukonnurses.ca](http://www.yukonnurses.ca)

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## **Executive Director- Yukon Registered Nurses Association (YRNA)**

Location: Whitehorse, Yukon

**Posting closing date: February 26<sup>th</sup>, 2019**

*Applicants are required to be a registered nurse or nurse practitioner.*

This is a Permanent position working Mon to Fri 60 hours bi-weekly (potential increase to 70 hours biweekly)

Wage Starting at \$50.00/hour and up (depending on experience)

Must be willing to travel outside of Yukon on occasion

### **PLUS:**

4 weeks annual vacation as per YRNA leave policy

Group Insurance - Extended Health & Dental Plan

Annual YRNA Registration and licensing fees are covered by the YRNA.

### **Scope of position:**

The Yukon Registered Nurses Association (YRNA) is the regulatory body and professional association for registered nurses and nurse practitioners in the Yukon.

The YRNA exists to ensure public protection with regard to nursing practice. The YRNA is responsible for establishing and promoting standards of practice, regulating nursing practice and for advancing nursing excellence.

### **Position Title: Executive Director**

The Executive Director administers the affairs of the Association in accordance with the Registered Nurses Profession Act, Regulations, Bylaws and policies. The Executive Director works closely with the Coordinator of Registration and Professional Conduct, governing Board, committees, staff, registered nurse members, the public and other stakeholders on a wide variety of issues. This work is carried out in line with the vision, mission, values and strategic objectives of the organization in the interest of public safety, healthy public policy and the interests of the nursing profession. A substantive component of the job involves working with national, provincial and territorial partners and acting as an advisor to working groups and committees in healthcare.

The Executive Director carries out their duties for the Association in accordance with the Registered Nurses Profession Act, Regulations, By-laws and policies. This position is an ex-officio member of the Board and is accountable to the Board for the Association's performance. This position provides leadership to staff, membership, and the Board in the interpretation, implementation, and achievement of the regulatory functions and governance policies.

This position reports to the President and Board of Directors and is responsible for supervising the Coordinator of Registration and Professional Conduct, Operations Coordinator and all AOC staff and contractors.

### **Job Specific Skills/Characteristics/Requirements**

**Experienced Leader** – demonstrated successful track record in a management role within a complex environment with a commitment to quality and excellence.

**Relationship Builder** - Values relationships within, across and outside the Association. Establishes productive and respectful relationships with members, employees, government departments and other key stakeholders.

**Effective Communicator**- Strong interpersonal and relationship development skills. Excellent proficiency at written and oral communication. A team player who works collaboratively with colleagues, continually looking for what is best for the Association and its membership.

**Proficient Organizational Navigator** – Understands the social and political dynamics within and outside the organization. Builds and maintains partnerships and alliances with key stakeholders to maximize resources of the organization and ensures and enhances organizational effectiveness. Must be able to make independent decisions related to responsibilities as needed.

### **Qualifications:**

**Please submit your resume clearly demonstrating how you meet the following qualifications:**

- Eligible to hold an active practicing license in the Yukon Territory as an RN or NP (Mandatory)
- Post secondary course work in a health-related field, business, management or law is desirable.
- Experience with regulation, legislation and bylaws along with experience supporting not-for-profit organizations.
- Comprehensive knowledge of the nursing profession, its role in the health care system, and the role of regulatory authorities.

A combination of applicable education and experience will be considered.

### **Application requirements and instructions:**

You may apply for this position by forwarding your application package including cover letter and resume by:

Email your application package to: [admin@yrna.ca](mailto:admin@yrna.ca)

Fax your application package to: 867-668-5123

Mail your application package to: **Attention: Operations Coordinator**  
#204-4133-4<sup>th</sup> Ave Whitehorse, Yukon Y1A 1H8

Contact Information: Paul Banks, Operations Coordinator 867-667-4062 Ext. 101