



Kamloops Surgical Centre Ltd.

Job Description: Manager - Operating Rooms

Job Title:

Manager - Operating Rooms

Main Objectives:

- To lead a team of multidisciplinary professionals in the delivery of peri-operative services to a diverse population.
- To work closely with and support the Manager of Peri-Anesthesia in the delivery of care and the operational running of the facility.
- To ensure the effective operational management of the Kamloops Surgical Centre in compliance with the Standards for the College of Physicians and Surgeons of British Columbia.
- To provide clinical leadership, support and guidance as required for all staff of the facility. Ensure the effective management of human resources including disciplinary actions and scheduling challenges.
- Maintain professional competence in multiple areas such as Medical Device Reprocessing, Environmental cleaning, and clinical nursing within the peri-operative setting.
- Liaise with multiple external agencies, acting as ambassador for the Kamloops Surgical Centre and ensuring a productive and mutually beneficial relationship with those agencies in conducting business.

Reports to:

Medical Director / Director Surgical Services

Direct Reports:

Registered Nurses and Licensed Practical Nurses – Operating Room, Medical Device Reprocessing Technicians, Supervisor Surgical Support Services, and Housekeepers.

Duties and Responsibilities:

- Liaise with all departments to ensure adequate staffing and any other operational requirements.
- Provide clinical care when required.
- Ensure equipment remains functioning and fit for purpose.
- Supervise clinical services as and when required.
- Make decisions regarding operational requirements as and when needed.
- Manage human resources effectively, including disciplinary processes.

- Act as employer representative for Occupational Health and Safety
- Be fiscally responsible with supplies and property of the facility and ensure that staff are educated the same.
- Liaise with external agencies to ensure the continued operational status.
- Ensure compliance with CSA and CPSBC Standards.
- Ensure compliance with other professional bodies for professions allied to health.

Qualifications required:

- Registered Nurse – current practicing license.
- Masters degree in relevant field.
- Peri-operative Certification and/or equivalent experience.

Working Conditions:

The Centre is open Monday to Friday from 06:00 -17:00. Some weekends and late evening may be required. Additional meetings may take place offsite. A flexible schedule is required.

Physical Requirements

Strength Guidelines

- The ability to lift 20-30 pounds is essential for participation in patient care.
- Physiological ability to remain standing for prolonged periods.

Motion Parameters

- Will require use of stairs, bending, squatting, twisting.

Vision and Hearing Requirements

- Vision and hearing must be good with the ability to hear in noisy situations (such as operating room)

Psychological Demands

- Interpretation of data is required.
- Calm demeanour is essential with the ability to make quick decisions under stressful circumstances.
- The ability to prioritize multiple demands and remain calm and confident in your decision making is essential.
- To have the ability to communicate effectively to people from diverse cultural, educational, and professional backgrounds.

Approved by:	Carole J Capper
Date approved:	November 1, 2023
Reviewed:	08/18/2023