Interlake-Eastern Regional Health Authority

POSITION DESCRIPTION

POSITION TITLE: MIDWIFERY ACCESS AND COORDINATION LEAD

DEPARTMENT: PRIMARY CARE

CLASSIFICATION: MIDWIFE

UNION: NON UNION

REPORTING RELATIONSHIPS

POSITION REPORTS TO: DIRECTOR HEALTH SERVICES – PRIMARY CARE

POSITIONS SUPERVISED: NOT APPLICABLE

POSITION SUMMARY

The Midwifery Access and Coordination Lead (MACL) is a member of the interprofessional, cross-program clinical team, and demonstrates a set of core competencies/expertise fundamental to developing and maintaining the standards of midwifery practice within Interlake Eastern regional Health Authority (IERHA).

The MACL will play a key role in the development of the midwifery program and implementation of strategies to support the vision and goals of the Midwifery program. The MACL will be responsible for overseeing the implementation, operation, evaluation, and leadership/change management related to integrating Midwifery services within the (IERHA). Proposal development and collaboration with other groups on joint initiatives will be expected. The MACL must be committed to a community development philosophy, primary care model, and inter-disciplinary health practice, establishment of partnerships with other agencies, cultural competency and collaborative relationships with other staff.

The position of Midwifery Access and Coordination Lead functions in a manner consistent with, and supports the mission, vision and values of the Interlake – Eastern Regional Health Authority.

Interlake-Eastern RHA is committed to responding to the Truth and Reconciliation Commission of Canada's Calls to Action and to creating working environments free of racism for both relatives and employees. All staff members are encouraged to seek and identify patterns of harm toward Indigenous, black, and marginalized relatives and employees and to take actions to disrupt any form of racism. Collectively and individually, we are growing cultural competency capacity by implementing the region's anti-racism action plan.

ESSENTIAL FUNCTIONS AND DUTIES

Function and duties include but are not limited to the following:

A. Leadership and Navigation Competencies

- Responsible for and leads key, extensive projects re: clinical practice process improvements, collaborative cross-program care across the continuum of care.
- Responsible for/ attends provincial meetings re: operationalization/ regional rollout of legislation changes related to clinical practice, staff education, audits, and submission of reports of the audits to Manitoba Health.
- Works collaboratively with province, Service Delivery Organizations and programs for roll outs of processes.
- The MACL develops, monitors, and evaluates Midwifery program access and clinical referral pathways.
- The MACL applies best practice in education to assess learning needs, and to develop, design, deliver and evaluate orientation and ongoing service within the midwifery program.
- The MACL collaborates with obstetrical and primary care physicians, public health, clinical teams, community, and First Nations partners to learn and understand IERHA women's prenatal/birthing/postnatal service and access gaps.
- The MACL works collaboratively within a multidisciplinary team, in the provision of patient centered care, and adheres to professional standards of practice, the College of Midwives of Manitoba (CMM).
- Works collaboratively across programs with multi-disciplinary representatives/ stakeholders within IERHA and outside our region to develop Standard Operating Procedures (SOPs), clean processes and education.
- Makes integral improvements in: policies, guidelines, SOPs and forms development, rollout, education, audit and revisions.
- Listens actively to identify potential challenges or solutions.
- Builds credibility with stakeholders.
- Seeks new ways to improve outcomes, recommends improvements of and supports implementation of: policies, procedures, processes and SOPs.
- Provides detail-oriented support in the administration of initiatives.
- Demonstrates flexibility, adaptability and initiative.
- Supports critical large-scale organizational changes.
- Develops plans using results-oriented goals for measuring success.
- Develops political savvy when implementing initiatives.
- Represents IERHA Midwifery program on provincial committees

B. Collaborative Practice Competencies

Collaborative practice is built on a set of competencies that create a standard of behaviour required by all health providers. The 6 competencies outlined in the Interprofessional Competency Framework released by the 2010 Canadian Interprofessional Health Collaborative (CIHC) are:

- Role Clarification - learners/providers understand their own role and the roles of those in other professions, and use this knowledge appropriately to establish and achieve patient/client/family and community goals.
- Individual/Client/Family and Community-Centered Care - Learners/providers seek out, integrate and value, as a partner, the input and the engagement of the patient/client/ family/community in designing and implementing care/services.

- Team Functioning - Learners/providers understand the principles of team work dynamics and group/team processes to enable effective interprofessional collaboration.
- Collaborative Leadership - learners/providers understand and can apply leadership principles that support a collaborative practice model.
- Interprofessional Communication - learners/providers from different professions communicate with each other in a collaborative, responsible and responsible manner.
- Interprofessional conflict resolution - learners/providers actively engage self and others, including the individual/client/family, in positively and constructively addressing disagreements as they arise.

C. Contributes to a Culture of Safety

- Commits to patient safety as a key professional value and an essential component of daily practice.
- In consultation with the Director Health Services- Primary Care, ensures staff have the information, training, certification, supervision and experience to do their jobs safely.
- Ensures practice is consistent with legislative, regulatory, ethical and professional standards.
- Understands safety practices that reduce the risk of adverse events.

D. Leadership and Professionalism

- Participates in the Leadership/ Management Team meetings as requested by Director Health services Primary Care.
- Participates on program, regional and provincial committees as assigned by Director Health Services Primary Care &/ Regional Lead, Health Services Public Health, Acute Care & CNO.
- Provides ongoing communication to the Director Health Services Primary care, highlighting issues and relevant program information on a routine basis.
- Contributes to planning process by making recommendations as they relate to integration and education needs, including training and resource material.
- Works with Medical and Nursing Leadership to implement clinical procedures or practices based on best practice guidelines across the continuum.
- Participates as a program team member to scan the environment for new technologies and processes to better support patients and their families to improve care and program efficiencies and effectiveness.
- Encourages self-learning/peer teaching.
- Participates in research relevant to the practice area.
- Utilizes time effectively and is able to manage multiple projects concurrently.
- Assumes accountability for own nursing actions within a legal and ethical framework.
- Maintains confidentiality in all aspects of the position.
- Exhibits flexibility, creativity and self-direction.
- Ability to foster and maintain positive working relationships both individually and in a team setting.
- Communicates effectively in a courteous, respectful and tactful manner.
- Exhibits the ability to effectively lead in accordance with the values of the profession and the organization.
- Maintains a state of health suitable to the requirement of the position.
- Maintains confidentiality in accordance with the amended Personal Health Information Act (PHIA), Freedom of Information and Privacy Protection Act (FIPPA), RHA policies and any other applicable legislation.

E. Ensures ongoing Professional Development

- Recognizes own level of professional competency and seeks appropriate direction or assistance.
- Maintains and updates professional skills, instructor certifications and knowledge through continuing education programs, literature reviews, interest groups, committee work and conferences.
- Maintains records of process improvement activities, initiatives, and indicators. Submits written reports as required.

- Pursuant to the Health System Governance and Accountability Act, Interlake-Eastern RHA is designated bilingual (English/French). Accordingly, all employees accept the responsibility to support clients in their official language of choice.

QUALIFICATIONS EDUCATION/CERTIFICATION

- Graduate of an educational program approved by the College of Midwives of Manitoba (CMM).
- Current Neonatal Resuscitation (NRP) certification with intubation in the last 12 months.
- Active/eligible registration with the College of Midwives of Manitoba.
- Completion of Fetal Health Surveillance within the past two (2) years.
- Certificate in BLS.

REQUIRED KNOWLEDGE:

- Knowledge of the Midwifery Model of Practice and Standards.
- Demonstrated exceptional leadership, communication and interpersonal skills.
- Demonstrated ability to design, deliver, implement and evaluate needs of the Midwifery program requirements.
- Well versed in LEAN methodologies.
- Demonstrated organizational skills.
- Demonstrated problem solving and decision-making skills.
- Demonstrated ability to multi task and function independently.
- Ability to work effectively and maintain positive working relationships with co-workers, clients and within interdisciplinary team.
- Demonstrated ability to initiate, self-motivate and flexibility to meet the demands of the position.
- Demonstrated ability to work flexible hours scheduled according to client needs.
- Given the cultural diversity of our region, the ability to respect and promote a culturally diverse population is required.
- Ability to respect and promote confidentiality.
- Proficiency with Microsoft programs (Outlook, Word, Excel, Access and PowerPoint), as well as Internet applications and other Information Technology.
- Demonstrated ability to review data, research and literature: to analyze, interpret and synthesize this information.
- Proficiency with Electronic Medical Records (EMRs).
- Excellent navigation, time management, presentation skills.
- Ability to be adaptable, build trust, provide coaching and collaboration, facilitate change and promote continuous improvement.

- Demonstrated ability to motivate staff and create an environment conducive to learning and team building.
- Able to work effectively as a member of an interdisciplinary team.

EXPERIENCE REQUIRED:

- Two (2) years' experience in the past five (5) years as a Registered Midwife.
- Demonstrated experience with effective collaboration within and between programs, agencies, services.
- Experience in Quality Improvement an asset.

SKILLS/COMPETENCIES:

- Valid Manitoba driver's license.
- Mental and physical ability to meet the demands of the position.
- Given the cultural diversity of our region, the ability to communicate in more than one language would be considered an asset.
- Proficiency of both official languages is essential for target and designated bilingual positions.
- Completes and maintains a satisfactory pre-employment security check.
- Satisfactory employment record.

WORK CONDITIONS

- The incumbent functions autonomously on a day-to-day basis and manages assigned duties accordingly.
- May be required to travel throughout the region as duties may require.
- No hazardous or significantly unpleasant conditions.
- All health care workers are required to be immunized as a condition of employment in accordance with the Interlake-Eastern RHA Policy GA-13-P-110 Required Immunizations for Health Care Workers.

WORKPLACE SAFETY AND HEALTH

The incumbent contributes to making the organization safe for relatives and staff and recognizes the importance of reporting unsafe situations and participating in follow up reviews as a learning opportunity.

- Provides a safe environment by ensuring adherences to Manitoba Association of Safety in Healthcare (MASH), Workplace Safety and Health Regulations and Policies, Infection Control Guidelines, WHMIS and Safe Work Procedures. Immediately investigates and recommends corrective action on any unsafe acts, work conditions, incidents, near misses, injuries or illnesses.
- Demonstrates a working knowledge of Workplace Hazardous Materials Information Systems (WHMIS) and adheres to procedures for handling and storing controlled substances as described in the Material Safety Data Sheets (MSDS). Uses personal protective equipment as required.
- Demonstrates understanding of role and responsibilities in fire prevention and disaster preparedness and participates in safety and health training programs including the health facility's Fire, Disaster and Evacuation Plan.

PATIENT SAFETY

- Participates in and demonstrates an understanding of patient safety principles and practices into all day to day activities. Follow all safe work practices and procedures and immediately communicates any activity or action which may constitute a risk to patient safety.

Created: March 21, 2025
Date

Revised: _____
Date

Approved by: _____ _____
Regional Manager/ Supervisor Date

Approved by: _____ March 24, 2025
Executive Lead/ CEO Date

Reviewed by: _____ March 24, 2025
Executive Lead, Human Resources Date

Position descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective appraisal system and related promotion, transfer, layoff, and termination decisions. Well constructed position descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.