

# THE PHOENIX CENTRE FOR CHILDREN AND FAMILIES



## Requires a PRENATAL AND PARENTING NURSE MANAGER: PARENTING PROGRAM (Part Time)

**The Phoenix Centre for Children & Families**, a not-for-profit organization based in Pembroke, and is a children's mental health treatment agency. The Phoenix Centre is seeking a Prenatal and Parenting Nurse Manager to work with staff on the various Prenatal and Parenting programs and parenting website offered by this agency. The Nurse Manager of National Parenting Programs: promotes and implements the program to agencies licensing the program; updates content to keep it current, updates curriculum in the parenting programs; facilitates discussions with parents in online forums. The successful candidate usually works remotely but may need to travel occasionally within Ontario when face to face meetings are required (and safe).

### **Responsibilities: Major Responsibilities:**

- Promote and implement the Welcome to Parenting program [www.welcometoparenting.com](http://www.welcometoparenting.com) to agencies and government departments licensing the program.
- Manages the programs of current agencies with licenses of the program.
- Updates content in program and does ongoing curriculum development of the Welcome to Parenting as required.
- Authors content into the program website editor.
- Facilitates and responds to questions from parents in English the online discussion forums in the Parent Zone for the Welcome to Parenting program.
- Manages and works closely with program web master and other online parent educators.
- Trains online parent educators when hired to assist with parent forums.

### **Qualifications:**

- Master's in Nursing
- Minimum 5 years of experience in maternal child nursing; experience in teaching childbirth preparation and post-natal recovery or parenting programs; understanding of child development and parent/child and couple relationships.
- Or relevant combination of education and experience.
- Available to work 14 to 20 hours per week for \$69,000-\$72,000 per annum pro-rated.
- Experienced computer user with working knowledge of Microsoft Word, Excel, PowerPoint and Webinar technology.
- Proficiency in oral and written communications skills in English is required. Fluency in French would be an asset.

### **Please send resume to:**

Greg Lubimiv, Executive Director  
The Phoenix Centre for Children and Families  
130 Pembroke Street West, Suite 200  
Pembroke, Ontario K8A 5M8

Fax: (613)735-2378

E-mail: [glubimiv@phoenixctr.com](mailto:glubimiv@phoenixctr.com)

Website: [www.phoenixctr.com](http://www.phoenixctr.com)

**COMPETITION CLOSES: April 5 at 4:00 p.m.**

*Only those candidates chosen for an interview will be contacted.*

