



# EMPLOYMENT OPPORTUNITY

<b>Position</b>	Manager of Dietary & Support Services
<b>Permanent/Term</b>	Permanent (1.0 EFT)
<b>Start Date</b>	To be determined

Reporting to the Director of Operations, the Manager of Dietary and Support Services assumes the responsibility for operations of Food Services, Housekeeping and Laundry together with clinical dietitian services for PCH residents. This position requires a blended skill set of nutritional sciences and management experience.

Qualifications:

- Education
  - University degree with a major in Human Nutrition Sciences or equivalent
  - Successful completion of an accredited post-graduate dietetic internship program
- Membership
  - Active membership in the College of Dietitians of Manitoba (CDM) and Dietitians of Canada
- Experience
  - Minimum of two years experience in a health care setting preferred
  - Prior experience in Geriatric Nutrition and Gerontology is an asset
  - Knowledge of the Meal Metrix or equivalent dietary management software and IDDSI
- Management
  - Strong organizational and problem-solving skills with the ability to make independent decisions
  - Team player, willing and able to seek input from inter-disciplinary team members
- Minimum one year (1) previous experience with scheduling and food purchasing, costing, and monthly statistical analysis
- Minimum two years (2) previous experience in food services kitchen
- Current Certified Food Handlers Certificate
- Excellent interpersonal communication with staff and residents, displayed in a genuine care for the elderly

As a condition of employment, a current Criminal Record Certificate and an Adult Abuse Registry is required within three weeks of hire date.

Applications should be submitted at reception to the attention of Human Resources or emailed to [Career@donwoodmanor.org](mailto:Career@donwoodmanor.org)

**Closing date: 0900 on Friday, May 29, 2020**

Posted May 19, 2020

All Correspondence should be mailed to:

Donwood Manor  
 Personal Care Home Inc.  
 171 Donwood Drive  
 Winnipeg, Manitoba  
[www.donwoodmanor.org](http://www.donwoodmanor.org)  
 Phone: 204-668-4410  
 Fax: 204-663-5429

Donwood Manor EPH Inc.  
 165 Donwood Drive  
 Winnipeg, Manitoba

Donwood South Inc.  
 1245 Henderson Hwy  
 Winnipeg, Manitoba

Valhalla Cove Inc.  
 15 Valhalla Drive  
 Winnipeg, Manitoba

Donwood West Inc.  
 1460 Portage Ave.  
 Winnipeg, Manitoba

Donwood Manor Foundation Inc.  
 171 Donwood Drive  
 Winnipeg, Manitoba