



FULL-TIME INFECTION CONTROL & WELLNESS SUPERVISOR
COMPETITION NO.: GM-2026-09



Posting Date:	February 10, 2026	Closing Date:	February 27, 2026
Department:	Golden Manor	Hours per Week:	35 hours per week
Benefits Entitlement:	Yes	Existing Position:	Yes
Pension Entitlement:	Yes – Employer Matched Contributions		
Salary Level 109:	\$113,437 - \$141,796 (2026)	Union:	Non-Union

Interviews are tentatively scheduled for March 13, 2026. Further details (including time and location) will be provided to candidates selected for interviews.

Position Summary

Reporting to the Administrator, the Infection Control and Wellness Supervisor is responsible for all aspects of a comprehensive infection prevention and control program for the Home. The program is based on best practices and is in compliance with all relevant requirements of the Fixing Long Term Care Act 2021 and Regulations. This position is also responsible for employee wellness, through program development and implementation, and maintaining wellness standards which enhance and support the City of Timmins Health & Safety program.

Duties

- Research, write, co-ordinate, and implement infection control policies and procedures for the facility which meet legislative requirements and are compliant with Accreditation Canada standards
- In collaboration with the PHU, provide leadership to outbreak detection and management
- Develop, implement and monitor a comprehensive surveillance program
- Schedule, co-ordinate, and chair quarterly Infection Control Quality Improvement Committee meetings
- Implement and evaluate continuous improvement (CI) projects as per City of Timmins CI Initiative
- Complete required reports both internally and to external agencies, the Ministry etc.
- Co-ordinate immunization clinics for employees and residents
- Provide leadership to Occupational Health & Safety issues related to transmission of infectious agents
- Demonstrate knowledge of and provide direction to environmental cleaning, and reprocessing
- Acts as an educator and resource person in matters related to infection prevention and control and provides necessary support to the manager and staff
- Organize events related to Infection Prevention and Control and employee wellness
- Co-ordinate and oversee employee modified and return to work programs in collaboration with the Supervisor and the City of Timmins Health & Safety Department
- Support the clinical team in decisions related to IPAC and outbreak management
- As a member of the Golden Manor leadership team, participate in the after-hours on-call roster

Qualifications

- Current certification registration within a relevant Ontario Health Professional College
- Health care related degree, or equivalent combination of education and proven expertise in infection prevention and control preferred
- Minimum four (4) years of related experience in a healthcare setting, with long-term care experience being an asset
- CIC certification required OR agreement to the following
 - Completion of an entry-level comprehensive Infection Control Course within 12 months of beginning employment (unless already completed) AND
 - Obtaining Certification in Infection Control (CIC) within 3 years of beginning employment
- Demonstrated experience in implementing infection control practices in a healthcare setting
- Demonstrated effective leadership skills and application of the principles of continuous quality improvement
- Effective interpersonal, presentation, written and communication skills
- Demonstrated facilitation and consultation skills and the ability to develop positive partnerships with internal and external key stakeholders
- Previous experience with programs and initiatives which support employee wellness
- Knowledge and experience in continuous improvement (CI) processes
- Previous experience in a leadership position is an asset
- Proficiency in the use of computer programs for data collection and interpretation
- Knowledge of the Fixing Long Term Care Act 2021 and Regulations
- Knowledge of the Occupational Health & Safety Act and Regulations
- Criminal Record Check and Vulnerable Sector Screen will be required

How to Apply

To apply for this position, applications must be received by the Human Resources Department no later than **4:00 pm** on the closing date of **February 27, 2026.**

Via Email: human_resources@timmins.ca

The City of Timmins is committed to providing a safe and supportive workplace where diversity, equity and inclusion are at the core of how we conduct business. As part of this commitment, we will ensure that persons with disabilities are provided reasonable accommodations throughout the recruitment and selection process, in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act. We thank all applicants for their interest; however, only candidates under consideration will be contacted.