

JOB DESCRIPTION

POSITION TITLE:	Regional Professional Responsibility Advocate (PRA)	STATUS:	Elected
REPORTING TO:	Regional Chair/Council Member, Regional Steward Liaison and Professional Advocacy Officers	COUNCIL APPROVED:	October 23, 2013 revised March 30, 2017

POSITION OVERVIEW

As a member of the Regional Executive Team, actively participates in executive planning and decision making for the region, and participates in the execution of the plans. Acts as a resource and/or mentor for stewards within the Region. Provides coaching and counseling regarding Professional Responsibility Process (PRP) best practices. Is an advocate of the PR Guiding Principles and processes. One of the primary objectives of this role is to ensure nurses' ability to maintain their professional standards.

KEY ACCOUNTABILITIES

Ensures effective member relations and communications

- Supports safe patient/client/resident care and safe nursing practice at the worksite;
- Problem-solves to address nurse concerns relative to patient/resident/client care nursing practice conditions
- Assists in establishing effective Professional Responsibility Committees (PRCs) in worksites that do not have active PRCs by counseling stewards/management on best practices including applicable documentation;
- Advises stewards about existing PRP resources and the Professional Practice page on the BCNU website;
- Encourages stewards to use a standardized computer template for monitoring and evaluating active PRFs in each worksite and complete the closing tool when resolved;
- Reports regularly at Regional meetings on PRP activities across the Region and updates on provincial directives;
- Directs PRP focus groups at Regional meetings;
- Liaises with BCNU Professional Advocacy Officers and collaborates on priorities for regional plans;
- Assists with nursing school education sessions on PRP/union duties;
- Assists with Senior Review Committee submissions, as required;
- Maintains accountability for time spent on union activities.

Contributes to and supports the effective performance of the worksite

- Attends all regular and special meetings of the region;
- Is an active participant in regional meetings;
- Develops a respectful working relationship with the employer as a foundation for effective labour relations;

- Promotes PRP best practices with stewards. Connects PR stewards with existing education resources as needed, such as how to have effective committees, minute taking, assertiveness skills, conflict resolution;
- Participates in joint employer/BCNU education, related to PR processes;
- Supports PRC co-chairs including assistance with final reports and transfer documents.

Ensures member interests are served in accordance with the organization’s mission and vision

- Works collaboratively with members to advocate for health care workers’ ability to deliver quality patient care in a safe and positive work environment

COMMITTEES AND MEMBERSHIPS

- Is a steward at large for the Region
- Others – to be determined

MEASURES OF PERFORMANCE

- Provision of timely information and high-quality regional reports to the Executive
- Effective execution of projects assigned
- Contribution to the progress towards regional goals
- Positive, productive relationships with members and others
- Communications between members and the union is established and maintained
- Successful mentorship and succession plans in place
- Unresolved professional responsibility issues are advanced in a timely manner
- Effective PRCs
- Adherence to Article 59 language
- Effective Regional Executive Team member
- Annual Regional PR plan is submitted and completed on time

COMPETENCIES

The competencies required to successfully fill a Regional PRA position are a blend of leadership, problem solving and technical.

- **Leadership of Self and Others**
 - Leading self requires a keen self-awareness and self-management, understanding own emotional triggers, assumptions, biases, values, principles, strengths and limitations
 - Leading others requires the ability to engage others through relationship building, personal influence, teamwork, communication, and role modeling
- **Representing BCNU**
 - Operates with an understanding that stewards are the face of the union at the worksite
 - Influencing skills to build partnerships and networks to create results
- **Technical**
 - Understands the role and legal responsibilities of union representatives
 - Strong technical and historical understanding of the interpretation of the collective agreement and of the grievance process

- Fluent in BCNU agreements and policies as well as other relevant policies, agreements and legislation
- The knowledge and ability to access the information and support needed to fill the role
- The ability to communicate to members collective agreement language and other supporting documents
- **Critical Thinking/Problem Solving**
 - The ability to examine issues and problems, problems for related issues, and think strategically about potential outcomes and best courses of action
 - Form options, and make decisions through investigative research, critical analysis of information, and the careful testing of assumptions and facts
- **Relationship Management**
 - The ability to build connections, partnerships and networks to create results
- **Conflict Fluency**
 - The ability to draw on various skill, abilities and tools in responding to conflicts arising from difference in viewpoints, priorities, values, desires, and needs
- **Communication**
 - The ability to convey information and ideas in a clear, meaningful and timely manner
 - Aware of own communication style and observant of the styles and needs of those they are engaging with, seeking input and feedback from other
 - The ability to deliver information through a variety of different media and forms, selection the one that best supports their goals and parameters
 - The ability to listen carefully and work to ensure understanding of what others are saying, thinking and feeling
 - The ability to write in a clear, concise, organized and convincing manner

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