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| <b>Job Title</b>           | Nursing Manager/ Matron     |
| <b>Division</b>            | Hospital                    |
| <b>Location</b>            | Hoedspruit Private Hospital |
| <b>Reporting Structure</b> | Hospital Manager            |

### Job Summary

As the Nursing Manager/Matron at Hoedspruit Private Hospital, you will be responsible for overseeing all nursing operations to ensure the delivery of high-quality patient care. Your role will involve leadership, supervision, and coordination of nursing staff, as well as collaboration with other healthcare professionals to maintain clinical excellence and patient satisfaction.

### Requirements

- Proven experience in nursing leadership or management, preferably in a hospital setting.
- Strong leadership and managerial skills with the ability to inspire and motivate nursing staff.
- Excellent communication and interpersonal abilities to interact effectively with staff, patients, and other stakeholders.
- Sound knowledge of nursing principles, practices, and standards of care.
- Understanding of healthcare regulations, policies, and procedures.
- Ability to prioritize tasks and manage resources effectively.
- Commitment to patient-centred care, quality improvement, and professional development.

### Qualifications

- Bachelor's degree in Nursing or a related field. A Master's degree will be advantageous.
- Registered Nurse (RN) license in the applicable jurisdiction.
- Certification in Nursing Administration or Nursing Leadership is preferred

### Experience

- Minimum of 5 years of clinical nursing experience, with at least 3 years in a leadership or management role.
- Proven track record of successfully managing nursing operations, including staff supervision, scheduling, and performance management.
- Experience in developing and implementing nursing policies, protocols, and procedures.
- Familiarity with healthcare information systems and technology.
- Demonstrated ability to collaborate with interdisciplinary teams and promote a culture of collaboration and excellence.
- Experience in staff development, education, and training initiatives.

### Responsibilities

- Provide leadership and direction to nursing staff, ensuring adherence to standards of practice, policies, and procedures.
- Oversee nursing recruitment, orientation, and retention activities, ensuring adequate staffing levels and competencies.
- Coordinate nursing schedules, assignments, and workload distribution to optimize patient care delivery and staff productivity.
- Monitor and evaluate nursing performance, providing feedback, coaching, and support as needed.
- Collaborate with other department managers and healthcare professionals to coordinate patient care activities and interdisciplinary rounds.
- Ensure compliance with regulatory requirements, accreditation standards, and quality improvement initiatives.
- Participate in nursing committees, task forces, and quality improvement teams to drive organizational initiatives and best practices.
- Develop and implement nursing policies, protocols, and procedures to enhance patient safety, quality of care, and clinical outcomes.
- Conduct regular nursing unit rounds to assess patient care delivery, identify opportunities for improvement, and address patient and family concerns.
- Provide leadership during emergencies, ensuring effective communication, coordination, and response.

## VACANCY

- Foster a culture of professionalism, collaboration, and continuous learning among nursing staff.
- Serve as a role model for ethical behaviour, integrity, and professionalism in nursing practice.

### Company needs

As the Nursing Manager/Matron, you will play a pivotal role in the success of Hoedspruit Private Hospital. The company needs a dedicated and experienced nursing leader who can drive clinical excellence, staff development, and patient satisfaction. Your leadership abilities, clinical expertise, and commitment to quality care will align with the hospital's mission to provide compassionate, patient-centred healthcare services. Your role is essential in ensuring the hospital's continued growth, success, and reputation as a leading healthcare provider in the region.

### **Hoedspruit Private Hospital is an equal opportunity employer.**

The Company's approved Employment Equity Plan and targets will be considered as part of the recruitment process aligned to the Company's Employment Equity strategy.

Interested candidates who meet the above criteria are requested to e-mail a detailed CV to [careers@hphospital.co.za](mailto:careers@hphospital.co.za)

### **Please Note:**

By applying for this position and providing us with your CV and other personal information, you are consenting to the information being processed for possible recruitment and selection purposes only or for such purpose relating to assessing the establishment of an employment relationship with yourself, and this will be done in accordance with the applicable data protection and privacy legislation. We confirm that such information will not be used for any other purpose without your prior consent.

Kindly note that only shortlisted candidates will be contacted. Applicants who have not been contacted within 30 days of the closing date of this advert, should consider their application as unsuccessful.