



POSITION TITLE:	Pharmacist (Casual / Part-Time)	POSITION NUMBER(S):	1-2	GRADE:	\$65-\$80/hr
DIVISION:	Chief Louis Pharmacy				
SUPERVISOR'S TITLE:	Pharmacy Manager	TYPE	Casual / Part-time 10-24 hrs/wk		
REVENUE FOR POSITION OSR or OUTSIDE FUNDED or BLEND	OSR	FEDERAL OR PROVINCIAL EMPLOYEE?	Provincial		

PROGRAM

Chief Louis Pharmacy is a community-owned pharmacy at Chief Louis Crossing in Kamloops, BC, owned within the Sc.wénwen group of companies. The pharmacy provides accessible, respectful and culturally safe pharmacy services to Tkemlúps te Secwépemc members and the broader community, with a focus on Plan W care. It is growing quickly and operates in a fast-paced setting.

PURPOSE OF POSITION

The Pharmacist provides safe, accurate and caring pharmacy services to patients in the community. This role adds coverage for a growing pharmacy, including weekends, vacation and sick coverage and possible extended weekday hours, and works closely with the Pharmacy Manager and the pharmacy assistants. The Pharmacist brings Plan W knowledge to help First Nations patients access the coverage and care they are entitled to.

WORK FEATURES AND CONTACTS

The Pharmacist works on site in a busy community pharmacy with high prescription volumes and a small team of pharmacists (1) and pharmacy assistants (1.5). Casual shifts may be offered on short notice and the ability to work 1 or more Saturday shifts will be expected. Current, regular hours are Monday to Friday, 9 am to 6 pm, closed on statutory holidays. We are looking to extend operational hours to include Saturdays and possibly extend weekday hours depending on pharmacist availability.

Internal contacts

- Pharmacy Manager: scheduling, policy, handover and escalation.
- Pharmacy assistants and other pharmacists: day-to-day direction, workflow and coverage.
- Sc.wénwen Economic Development Corp. management: through the Pharmacy Manager, as needed.

External contacts

- Patients and families, including Tkemlúps te Secwépemc members: counselling, service and coverage questions.
- Prescribers and other health professionals: clarification and follow-up on prescriptions.
- PharmaCare, First Nations Health Authority (FNHA) and other payers: claims and coverage questions.
- Wholesalers and suppliers: through the Pharmacy Manager.

SPECIFIC ACCOUNTABILITIES / DELIVERABLES

1. Dispensing and verification

- Review, verify and dispense prescriptions accurately and safely, following College of Pharmacists of BC (CPBC) standards and pharmacy policy.
- Complete the final check on prepared prescriptions and compliance packaging.
- Use PharmaNet and the pharmacy system (Kroll) correctly and consistently.

2. Patient counselling and clinical services

- Counsel patients clearly and respectfully on their medications.
- Provide clinical services within the pharmacist's scope of practice and the services the pharmacy offers, such as injections, minor ailments, contraception and medication reviews.

3. Plan W and third-party claims

- Apply Plan W coverage rules, including limited coverage and exception processes, and guide patients and staff through them.
- Support pharmacy assistants with billing questions and rejected claims.
- Keep current on PharmaCare and FNHA coverage updates using official sources.

4. Direction and support of pharmacy assistants

- Delegate tasks appropriately, answer questions in the moment and keep workflow steady during busy periods.
- Hand over clearly to the next pharmacist and the Pharmacy Manager (open items, follow-ups and concerns).

5. Medication safety, quality and controlled drugs

- Document and report medication incidents and near misses following pharmacy policy and CPBC requirements, and take part in quality improvement.
- Follow controlled drug and narcotic count and storage requirements.

6. Privacy and documentation

- Protect patient privacy under applicable privacy legislation and pharmacy policy.
- Keep accurate records and follow pharmacy procedures.

7. Community and culturally safe service

- Provide respectful, culturally safe service to all patients and build trust with the community served.
- Take part in community outreach or education when scheduled.

Other related duties as required.

FINANCIAL RESPONSIBILITY

Handles payments and claims as part of dispensary operations. Responsible for accurate claims submission and for controlled drug and inventory counts when on shift. No budget authority.

DIRECT REPORTS

None. Provides day-to-day direction to pharmacy assistants on shift, without formal supervisory authority.

WORKING CONDITIONS

- On-site role in a community pharmacy with a fast pace, frequent interruptions and high prescription volume.
- Casual / part-time shifts, scheduled as needed, including possible short-notice coverage and extended hours.
- Willingness to complete Indigenous cultural safety training offered through Sc.wéñwen or the pharmacy.

PHYSICAL REQUIREMENTS

- Standing and walking for long periods; repetitive tasks such as counting, labelling and data entry.
- Close visual attention to detail for prescription checking.
- Occasional lifting of light to moderate stock.

QUALIFICATIONS

Required Professional Certification, Education and Experience

- Current registration as a pharmacist with CPBC, in good standing, and eligible to practise in BC.
- Two or more years of community pharmacy experience.
- Working knowledge of PharmaNet and BC PharmaCare.
- Strong attention to detail and sound professional judgment in a fast-paced setting.
- Flexible availability for casual shifts, including short-notice coverage and possible extended hours.
- Ability to work 1 or more Saturday shifts per month.

Assets

- Experience with Plan W (strongly preferred).
- Authorization to administer injections in BC.
- Experience with Kroll or a similar pharmacy management system.
- Experience in a new or fast-growing pharmacy.

HOW TO APPLY

To apply, please email your resume and cover letter to info@chiefloUISpharmacy.ca.

NAME:	SIGNATURE:	DATE: