



College of
Registered Nurses
of Manitoba

Regulatory Compliance Advisor

Reporting to the Manager of Registration Services, the Regulatory Compliance Advisor is responsible for ensuring conditionally approved registrants comply with registration terms and conditions as well as coordinating the progression of applicant files within the department.

Scope of this position:

- Tracks and monitors all registrants approved for conditional registration ensuring all terms and conditions are satisfied, escalates situations of non-compliance.
- Tracks and reports on key data points regarding the application and registration process, as necessary.
- Assists with the assessment and approval of applications for the registration examination, graduate nurse registration, initial RN registration, and reinstatement as necessary.
- Assists in the review of application files from Internationally Educated Nurses (IENs) to ensure all initial application requirements are met as necessary.
- Identifies applicants requiring referral for a RN Competence Assessment or the Nurse Re-entry Program (NREP) and coordinates the referral process with department staff.
- Reviews and recommends revisions to policies related to legislation, regulations, College By-laws and policies.

Education and experience:

- Completion of a Bachelors' degree in nursing
- Minimum of 3 years of RN experience in a variety of settings
- Current CRNM registration as an RN
- Ability to prioritize and organize
- Excellent oral and written communication skills
- Ability to manage difficult people
- Excellent presentation skills
- Proficiency in MS Office including excellent skills in Access and PowerPoint
- Knowledge of registration requirements is an asset
- Knowledge of using relational databases is an asset
- Case management experience is an asset
- Must have a professional presence

This position requires excellent organizational skills, flexibility, attention to detail, motivation to be self-directed, and an ethical regard for confidentiality of information.

To apply, please submit your resume and cover letter before noon on April 27, 2026 to:

Susan Irwin, Manager of Human Resources
careers@crnm.mb.ca

**THIS POSITION IS A ONE-YEAR TERM WITH A SALARY STARTING AT \$98,397.
WE ALSO OFFER A COMPETITIVE BENEFITS PACKAGE.**

We thank all who apply, but only those chosen for an interview will be contacted.