

**DEPARTMENT OF CHILDREN AND FAMILIES  
JOB OPPORTUNITY**

**Clinical Nurse Coordinator (General)  
Full time (Monday through Friday)**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE  
BOTTOM OF THIS PAGE!**

**Open To:** The Public

**Location:** Danbury Area Office - 131 West Street, Danbury, CT

**Job Posting No:** DB104557DL

**Hours:** 1<sup>st</sup> Shift - 37.50 Hours Per Week

**Salary:** \$59,675 - \$80,803 (Annually)

**Closing Date:** April 24, 2013

In addition to RRG duties, this position is responsible for developing, coordinating, clinically supervising, monitoring and evaluating health services for an assigned caseload of clients living in community settings. This is a regional position, the duty station is Danbury but some travel to the Torrington and Waterbury area offices is required as needed. Experience with infants, children and adolescents is preferred.

**EXAMPLES OF DUTIES:**

Writes clinical program objectives, policies, procedures and manuals; conducts client health assessments; develops, implements and reviews client health care plans; participates or chairs client centered interdisciplinary teams; interviews client; accompanies client on visits to treatment programs or placement settings; follows up on client care in community programs to assure client in least restrictive environment; assures continuity of care to prevent recidivism; applies for financial aid for client through Department of Social Services; maintains records of client progress or failure after placement; develops community health resources and provides on-going consultation and monitoring of services; acts as a resource person to staff and community; prepares reports and statistical summaries; may clinically supervise direct

care staff in execution of clinical programs; may develop and conduct inservice educational programs for staff and families; may perform recordkeeping functions; performs related duties as required.

**MINIMUM QUALIFICATIONS REQUIRED  
KNOWLEDGE, SKILL AND ABILITY:**

Knowledge of individual treatment planning including impact of medical insurance program requirements for reimbursement; knowledge of structure of services for clients and their families in institutional and community oriented settings as related to parenthetical title; knowledge of aftercare facilities; considerable interpersonal skills; oral and written communication skills.

**GENERAL:** Knowledge of nursing principles and clinical therapeutic models of patient and/or client care with emphasis on interdisciplinary team approaches as related to parenthetical title.

**EXPERIENCE AND TRAINING:**

**General Experience:**

Three (3) years of professional nursing experience.

**Special Experience:**

One (1) year of the General Experience must have been at the level of Head Nurse working with the type of clients indicated by the parenthetical title.

**Substitutions Allowed:**

1. A Bachelor's degree in nursing may be substituted for one (1) year of the General Experience.
2. A Master's degree in nursing may be substituted for one (1) additional year of the General Experience.

**SPECIAL REQUIREMENTS:**

1. Incumbents in this class must possess and retain a license as a registered nurse in Connecticut.
2. Incumbents in this class may be required to travel.

**Note:**

Non-Examined refers to Section 5-219 of the Connecticut General Statutes which permits appointment of candidates to competitive positions without formal examination when a professional license, professional degree, accreditation or certificate is a mandatory requirement for appointment to a class.

**Application Instructions:** Please submit a letter of intent, resume, and State Application for Employment (CT-HR-12), to Jenny Nguyen at DCF/ Danbury Area Office - 131 West Street, Danbury, CT, 06810, referencing position #DB104557DL. Current State employees must also include last two performance appraisals. All other applicants please include three letters of professional reference from current and/or previous supervisors.

