

Department of Children and Families  
Job Opportunity

Clinical Nurse Coordinator (General)  
Full-time (Monday - Friday)

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** The Public  
**Location:** Norwalk Area Office  
**Job Posting No:** DK45052NWK  
**Hours:** 1<sup>ST</sup> Shift - 37.5 hours  
**Salary:** \$61,466 - \$83,228 (Annually)  
**Closing Date:** 3/24/14

**Eligibility Requirement:** Retain a current Connecticut Nursing license and meet the General and Special service requirements.

**Duties may include but not limited to:** 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. **PSYCHIATRIC:** Considerable knowledge of psychiatric nursing and clinical therapeutic models of client care with emphasis on interdisciplinary team approaches; knowledge of psychiatric illnesses and medications.

**General Experience:** Three (3) years of professional nursing experience.

**Special Requirements:** 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. Department of Developmental Services (General): One (1) year of the General Experience must have been providing consultation and evaluating the assessment of nursing services provided to individuals intellectual disabilities.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Please submit a letter of intent, resume, and State Application for Employment (CT-HR-12), to Dawn Kindilien at the address indicated, referencing position #DK45052NWK. Current State employees must also include last two performance appraisals. All other applicants please include three professional employment reference letters from current and/or previous supervisors.

DEPARTMENT OF CHILDREN AND FAMILIES  
Dawn Kindilien- HUMAN RESOURCES  
100 Fairfield Avenue  
Bridgeport, CT 06606

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.