SUPERVISING NURSE

Open To: The Public

Class Title: Supervising Nurse

Location: Willimantic Office

Job Posting No: 00019805

Hours: Monday-Friday 8:30am - 4:00pm – Full-time (70 hrs/bi-weekly)

Salary: $73,855 - $99,092 (HC-28) (New Hires to state service start at minimum)

Closing Date: August 29, 2017

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status in the class may apply for lateral transfer.

Knowledge, Skills and Abilities Requirements:
Considerable knowledge of and ability to apply nursing principles, clinical therapeutic models, and standards of nursing; considerable knowledge of specialized patient/client care in the assigned nursing areas; considerable knowledge of current medications, their actions, interactions, uses and side effects; considerable knowledge of and sensitivity to cultural and socio-economic differences; considerable knowledge of and ability to apply family systems theory; considerable knowledge of procedures and protocols of applicable accrediting institutions; knowledge of management and administrative principles and human resource development strategies; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to establish and maintain collaborative relationships with other professionals, community resources and providers; considerable ability to encourage and facilitate cooperation, pride, trust and group identity to foster commitment and team work; considerable ability to provide leadership and guidance in developing and maintaining nursing standards and enhancing health care systems for the delivery of essential services; considerable ability to respond to crises and emergencies; considerable ability to use professional judgment to identify areas for improvement and participate in development of quality initiatives; supervisory ability.

General Experience:
Four (4) years of experience as a Registered Professional Nurse in a hospital, regional, institutional or psychiatric setting

Special Experience:
Two (2) years of the General Experience must have been at the level of a Head Nurse, Head Nurse (Correctional Facility), Forensic Head Nurse or Clinical Nurse Coordinator working with the type of individuals serviced by the agency.

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 current license or temporary permit to practice professional nursing in Connecticut.
2. Incumbents in this class may be required to be fluent in a foreign language or proficient in the use of the American Sign Language in certain designated positions.
3. Incumbents in this class may be required to travel.

Examples of Duties:
This position is required to meet the health and safety needs of individuals living in DDS managed residential programs in the North Region. The Supervising Nurse plans, organizes and directs health services for multiple ICF, CLA, IHS and IFS residential programs on a 24/7 basis. Ensures that goals, objectives and work performed are consistent with standards and that quality care is provided to very medically complex individuals supported by DDS; provides clinical guidance to nursing staff both remotely and on-site; selects, develops, and provides ongoing training to licensed and non-licensed staff to insure their competence in providing safe care and are able to protect the health of those living in their assigned residence; conducts performance evaluations; monitors the quality of documentation, records and other information concerning services and care; ensures that resources are available to provide quality services; participates in the development of policies and procedures to ensure efficient, effective and safe delivery of services; acts as a liaison with other agencies and outside organizations; prepares, analyzes and evaluates reports and other information concerning the delivery of services; responds to psychiatric or medical emergencies; may oversee all nursing operations in the absence of the Director of Nursing. The Supervising Nurse in this position will carry a caseload in addition to providing oversight to other primary RN’s. Will perform related duties as required.
Working Conditions:
Incumbents in this class may be required to lift and restrain individuals; may have some exposure to communicable/infectious diseases and to risk of injury from assaultive/abusive individuals; may be exposed to disagreeable conditions.

Preferred Skills & Experience:
- Considerable knowledge of effective supervisory techniques
- Strong interpersonal skills
- Proficient in Outlook and Microsoft Office
- Knowledgeable about the medical and behavioral needs of adults with developmental disabilities across the life span

Note: State employees currently holding the above title or those who have previously attained permanent status in the job class may apply for lateral transfer.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam. Current state employees must also provide copies of their last two performance appraisals. Non-state employees must also provide two (2) letters of reference.

All application materials must be received by 11:59 p.m. on the closing date indicated above.

Incomplete application materials will not be considered.

Department of Developmental Services North Region
Human Resources
155 Founders Plaza/255 Pitkin Street-2nd Floor
East Hartford, CT 06108
Attn: Recruiter
Email: DDS NR.Recruiting@ct.gov  Fax: (860) 706-1420  Phone: (860) 263-2616

Preferred method of delivery is via email.

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.

If you are requesting special accommodations under the provisions of the Americans with Disabilities Act (ADA) please contact Teresa Gonzalez at 860-418-6122 or Teresa.Gonzalez@ct.gov