



DEPARTMENT OF DEVELOPMENTAL SERVICES - NORTH REGION
JOB OPPORTUNITY
HEAD NURSE

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

Open To: Public

Location: Hartford Regional Center/Newington

Job Posting No: 00019021

Hours: Monday through Friday 6:00am -1:30pm
RDO's: Saturday and Sunday

Salary: \$59,089 to \$80,010 annually
**Incumbents new to state service begin at minimum*

Closing Date: October 27, 2014

Examples of Duties: Duties consistent with Head Nurse job classification. Conducts nursing assessments. Develops and implements nursing and/or health care plans. Provides supervision of direct-care staff and LPN's and monitors nursing services. Conducts admission and discharge nursing assessments including developing and implementing plans for continuing care. Assures that nursing care programs are carried out thoroughly. Communicates and insures appropriate follow-up with community health care providers. Provides oversight of all aspects of the medication administration process. Investigates concerns identified by staff, other team members and/or DDS. Insures that nursing services comply with ICF regulations, DDS policy and procedure and RN Job Performance Standards. Completes periodic nursing reviews and reports and provides nursing/medical input to interdisciplinary team. Attends meetings pertaining to individual consumer care and monthly house meetings. Assists during DPH surveys as directed. BLS and current driver's license. Prefer one (1) year of the General Experience to have been working with individuals with developmental disabilities. Must be computer proficient and possess good interpersonal communication skills. Performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of and ability to independently apply nursing principles, techniques and standards; considerable knowledge of specialized patient/client care applicable to nursing assignment; considerable knowledge of medications, their actions, interactions, uses and side effects; knowledge of general and mental health conditions and treatment interventions through utilization of assessment, nursing diagnosis, outcome identification, health planning, implementation and re-evaluation; knowledge of adult learning and family systems theory; knowledge of and sensitivity to cultural and socio-economic differences; considerable interpersonal skills; oral and written communication skills; ability to establish and maintain collaborative relationships with other professionals, community resources and providers; ability to act as a role model to health care staff; supervisory ability.

EXPERIENCE AND TRAINING:

General Experience:

Two (2) years of experience as a Registered Professional Nurse.

Substitution Allowed:

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

SPECIAL REQUIREMENTS:

1. Incumbents in this class must possess and retain a license or temporary permit as a Registered Professional Nurse 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 maybe required to travel.

CHARACTER REQUIREMENT:

In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for permanent appointment.

WORKING CONDITIONS:

Incumbents in this class may be required to lift and restrain patients/clients; may have exposure to communicable/infectious diseases and risk of injury from assaultive/abusive patients/clients; may be exposed to disagreeable conditions.

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

Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DSW Classification Series:

Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

Application Procedure for All Other Applicants:

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 2 letters of reference.

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

Incomplete application materials will not be considered.

Send application materials to:

**Department of Developmental Services – North Region
155 Founders Plaza/255 Pitkin Street – 2nd Floor – East Hartford, CT 06108**

Attn: Recruiter

Email: DDS.NR.Recruiting@ct.gov Phone: (860) 263.2623 Fax: (860) 706.1420

Application materials can be emailed, faxed or mailed

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.

