

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

JOB OPPORTUNITY  
HEAD NURSE

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

**Open To:** State Employees  
**Location:** Connecticut Valley Hospital ~ General Psychiatry Division ~ Battell 3 North ~ Middletown, CT  
**Job Posting No:** CV-99103  
**Hours:** 1<sup>st</sup> Shift ~ 72-72-72 ~ Every Other Weekend ~ 7:00 a.m. to 3:30 p.m. ~ 35 hours weekly  
**Salary Range:** \$60,862 ~ \$82,411 Annually  
**Closing Date:** August 19, 2015

**Duties may include but not limited to:** Coordinates delivery of care of professional and paraprofessional and provides and implements direct nursing care services to patients on the Unit; makes sound decisions after obtaining and analyzing pertinent information based on objective data; participates in continuous quality improvement; provides orientation to new employees; uses therapeutic skills to effectively implement client care according to the Nursing Care Plan; completes all assignments on schedule; works collaboratively with co-workers in order to maximize the effectiveness of work performed on the unit; applies new knowledge from in-service training or other learning sources; initiates effective problem solving related to the delivery of client care on the unit; provides clients and co-workers with rational explanation for decisions and actions; recognizes and responds to priorities in client care responsibilities of assigned unit; leads groups of clients in rehabilitative, educational and recreational activities; utilizes effective therapeutic interventions to facilitate achievement of the highest level of functioning in clients; activities of daily living; consistently provides concise, accurate reports; demonstrates understanding of new technologies, such as computers and Unit Dose Medication System, etc.; demonstrates collaboration with nursing and interdisciplinary staff.

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

**General Experience:** Two (2) years of experience as a Registered Professional Nurse.

**Special Experience:** One (1) year of the General Experience must have been working with the type of patients and/or clients serviced by the agency.

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

**Special Requirement:** Incumbents in this class must possess and retain a license or temporary permit as a Registered Professional Nurse in Connecticut. Incumbents in this class maybe required to travel.

**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.

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Head Nurse applying to a Head Nurse posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other State Employees** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

EMAIL: [CVH-RECRUIT@CT.GOV](mailto:CVH-RECRUIT@CT.GOV) ~ FAX: (860) 262-5055  
Connecticut Valley Hospital  
Office of Human Resources ~ ATTN: Recruitment  
P.O. Box 351 ~ Middletown, CT 06457

**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. P-1