



# Department of ADMINISTRATIVE SERVICES Job Postings



Department of Mental Health and Addiction Services  
Southwest Connecticut Mental Health System  
**JOB OPPORTUNITY**  
Head Nurse – SW27805  
Hospital Services Division - Co-Occurring Treatment Unit (CTU)

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

**Open To:** LATERAL TRANSFER LIST HAS BEEN CLEARED  
ALL OTHER QUALIFIED APPLICANTS MAY APPLY

**Location:** Greater Bridgeport Community Mental Health Center, 1635 Central Ave, Bridgeport, CT 06610

**Job Posting No.:** SW27805

**Hours:** 3<sup>rd</sup> Shift, 12:15 a.m. – 8:15 a.m., every other weekend and rotating holidays, 72-72-80

**Salary Range:** (HC 24) \$60,862.00 to \$82,411.00 annually

**Posting Dates:** January 21, 2016 through January 27, 2016

**Duties may include but not limited to:** The CTU night shift head nurse leads the planning and ensures the effective delivery of nursing care to clients on the Co-Occurring Treatment Unit; utilizes various nursing methods and interventions for individualizing the nursing plan of care based on the patients' needs and preferences; plans unit workflow and determines priorities; schedules, assigns, oversees and reviews work; makes recommendations for personnel actions such as selection, discipline and performance; conducts or assist in conducting performance evaluations; leads professional and paraprofessional nursing staff in provision of patient/client care; maintains and promotes standards of nursing care as it relates to Joint Commission, CMS, and Hospital Service Division standards; ensures that crash cart policy and procures are followed and all medical equipment is in good working condition; identifies staff development needs; provides orientation for new staff as well as ongoing training and assistance; instructs staff regarding policies and procedures; participates in interdisciplinary meetings to promote and ensure adjustment and continuity of patient/client care programs; responds to emergencies; may make recommendations on policies and standards; performs other related duties as required.

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

**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 the class must possess, retain, and carry valid Connecticut Driver's License. Travel in the community is required.

**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 filing 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 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).
2. **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:

**PLEASE SEND APPLICATIONS TO:**  
Southwest Connecticut Mental Health System  
Human Resources, 1635 Central Avenue, Bridgeport CT 06610  
Fax: (203) 551-7674  
Email: [SWCMHS.recruit@ct.gov](mailto:SWCMHS.recruit@ct.gov)

**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. P-1