

**SCHOOL SISTERS OF NOTRE DAME
CENTRAL PACIFIC PROVINCE
Job Title: Charge Nurse- Part-Time Evenings**

POSTED DATE: 9/23/2021

LOCATION: Mankato

DEPARTMENT: Health Care

GENERAL STATEMENT OF DUTIES:

The RN/LPN Charge Nurse is responsible for coordinating the individualized resident service plan within the philosophy and mission of the School Sisters of Notre Dame (SSND).

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Integrate the mission of the School Sisters of Notre Dame in work environment
- Maintain positive relationships
- Conduct oneself in a professional manner
- Know and carry out health care policies and procedures
- Provide quality nursing care during assigned shift
- Participate in development of resident care plans, modify care plans to reflect current health status and properly utilize plans
- Be responsible for documentation and charting information
- Report changes in a sister's condition to health care director
- Prepare, administer and record medications according to facility policy
- Follow infection control and safety policies
- Provide supervision for nursing assistants on shift and assist NAs with difficult assignments
- Follow safety procedures
- Maintain an orderly and presentable office and work area at all times
- Act as a role model for all health care staff
- Perform other tasks as assigned by health care director
- Attend workshops, in-services and Hill employee meetings as required

BASIC QUALIFICATIONS:

- Graduate of state approved RN or LPN nursing program
- Current unencumbered Minnesota license
- Experience in geriatrics preferred
- Positive attitude
- Ability to speak, read and write English
- Ability to prioritize duties and supervise personnel
- Good written and verbal communication skills
- Good assessment and problem-solving skills
- Basic computer skills

- Ability to cope with mental and emotional stress
- Ability to lift a minimum of 75 pounds
- Ability to see and hear or use prosthetics
- Ability to take leadership

JOB TYPE: Part-time Evenings, Every other weekend. (48 hours per two weeks.)
(2:00pm -10:30pm)

BENEFIT ELIGIBLE: No

If you are interested in this position please complete an application.

If you have questions contact

Rachal Depuydt, Human Resources
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