

## POSITION DESCRIPTION

- I. **POSITION TITLE:** Director of Community Nursing
- II. **SUPERVISOR:** CEO
- III. **DEPARTMENT:** 151, 260, 580, special projects.
- IV. **STATUS:** Non Exempt, Grade 400, Hourly  
This is a non-exempt position and any hours worked in excess of 40 hours per week are paid at the overtime rate (1 1/2) of hourly pay.
- V. **SUPERVISION GIVEN TO:**  
This position gives direct supervision to other nursing team members.
- VI. **POSITION SUMMARY:** This position provides supervision, guidance and information to the team and agency staff regarding preventive health care and specific health needs of individuals served. The nurse serves as a liaison between the agency, other department, WCHSC, and health professionals in the community.

VII. **SPECIFIC POSITION DUTIES:**

In keeping with the values and philosophy of Pride, Inc., the person filling this position may occasionally be required to carry out or assist with other tasks in addition to the specific duties listed on their Position Description.

Pride, Inc. is operated by using self-directed work teams. All team members are expected to be part of a self-directed work team. All team members are to assure that all people are treated with dignity and respect, and are free from neglect, abuse, and exploitation, and are living in a growth promoting environment. All team members are to serve as a positive role model for other team members and people served, following the mission, values, and policies of Pride, Inc.

Pride, Inc. is accredited by The Council (on Quality and Leadership). As a team member, it is your responsibility to assist the company in supporting the Personal Outcome Measures, defined by The Council, in the lives of those you serve. The Outcomes are further defined by the following categories: Identity, Autonomy, Affiliation, Attainment, Safeguards, Rights, and Health and Wellness (*Personal Outcome Measures*). In the performance of your position duties you should always be aware of how you can enhance the individual's= ability to make choices in their lives that will allow them to achieve their goals, have better relationships, be more satisfied with their services and with their life situations, have a daily routine and privacy, and effectively use their environments. People should also be able to participate in the life of the community in an integrated environment, have friends, perform social roles and interact with other members of the community. People should be safe and be connected to a natural support system, exercise their rights, be treated fairly and be respected. People also have the right to the best possible health, be secure, and be free from abuse, neglect and exploitation.

1. The primary responsibility is to supervise and oversee nursing staff.
2. Identify the current and preventive health needs of identified persons served through systematic assessment.
3. Be available to conduct admission, admissions assessments as needed, and discharges.
4. Participate in the development of Plans when health needs are identified by the team as a priority for training or support.
5. Provide for continuity of individual medical care through referral and follow-up. Coordination care with the appropriate parties, (parents, guardian, case managers, PO) act as the liaison with community medical providers.
6. Through interaction with Pride's medical consultant and other medical personnel, the RN will guide and provide information so that health practices are available and promote optimum health. The RN will conduct medication practices to ensure that staff that monitor medications have been trained according to agency policy.
7. Assess the need for and facilitate additional in servicing, counseling or information exchange with individuals served, staff, family members, medical providers and community members. Function as preceptor for Nursing Students.
8. Participate as a member of the Admissions Committee, the Safety and Sanitation Committee, and Abuse, Neglect and Exploitation Review Committee.
9. Provide input into the review of all agency health and medical policies.
10. Responsible for maintaining agency medical supplies and equipment.
11. Attend agency staff meetings, participate in agency sponsored in service training, and independently enhance personal/professional development by reading and attending job related workshops and classes.
12. Provided medication training to all team members (new and ongoing)
13. Support team members to whom the Registered Nurse supervises by filling in when supporting nursing staff is unavailable or absent.

## VIII.

### **POSITION RELATED QUALIFICATIONS**

#### EDUCATION

- Licensed to practice as an RN in North Dakota.

#### EXPERIENCE

- At least one (1) year experience in community nursing and/or the field of Developmental Disabilities preferred.
- At least one (1) year experience in any setting where assessment skills and nursing judgments are necessary preferred.

#### PHYSICAL

- Sitting for extended periods of time.