

Vacancy Announcement
Correctional Health Services
Nurse Manager
Salary: \$10,145.38 - \$14,779.91 Monthly

POSITION INFORMATION: Correctional Health Services (CHS) is currently seeking a qualified individual to fill the position of Nurse Manager. This position has the responsibility for performing the full range of technical and administrative supervisory functions for subordinate nursing supervisors and personnel. Nurse Managers are responsible for assisting in the planning, development and implementation of operational policies and procedures for nursing services.

RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- Develops, interprets and directs the implementation of nursing philosophy and objectives, departmental policies and procedures, and applies recognized standards of nursing care and practice.
- Participates in strategic planning for the organization and for nursing service.
- Plans, selects, and devises nursing operations, work methods, procedures, work flow and standards for quality and quantity of work, including staffing standards.
- Assigns, directs and reviews the work of subordinate supervisors and/or other nursing personnel.
- Prepares formal answers to, and recommends the adjustment of, grievances and disciplinary matters.
- Determines personnel, material, equipment, and facilities needed to accomplish program goals.
- Monitors and evaluates operations for compliance with licensure, accreditation and regulatory standards.
- Establishes, implements, and evaluates quality of care for assigned area or program.
- Interacts and communicates with custodial personnel to ensure patients have access to health care

DESIRABLE QUALIFICATIONS:

- Excellent communication, customer service, clinical, computer and organizational skills
- Flexibility and excellent ability to adapt and manage changing situations and changes in flow
- Minimum of two (2) years of recent nursing experience in an ambulatory care clinic

Candidates must currently hold a permanent County of Los Angeles payroll title of Nurse Manager to be considered for a transfer or are reachable on the DHS certification list to be considered for a promotion or as a new hire.

The most qualified candidates will be contacted for an interview. Interested candidates must submit cover letter, resume, the last two performance evaluations, and attendance records for the last two (2) years to:

CHS Nursing Administration
Email: Rlcortez@lasd.org
Twin Towers Correctional Facility
450 Bauchet Street, Room E815, Los Angeles, CA 90012
(213) 972-2201

SUCCESSFUL CANDIDATES MUST COMPLETE A THOROUGH BACKGROUND INVESTIGATION, INCLUDING FINGERPRINT SEARCH.

Examples of disqualifying factors include: Any felony convictions; job-related misdemeanor convictions; certain serious traffic convictions or patterns of traffic violations (3 moving violations in one year; failure to appear; at fault accidents; suspended license; driving under the influence); substance abuse; anyone on probation.

Resumes will be accepted until the needs of the department are met.

This is not a civil service examination

08/02/19