



# RANCHO LOS AMIGOS

NATIONAL REHABILITATION CENTER

VACANCY ANNOUNCEMENT  
**SUPERVISING STAFF NURSE I**  
Salary: \$7,815.24 - \$11,385.32 Monthly

**Position Information:** Rancho Los Amigos National Rehabilitation Center is seeking a highly enthusiastic and well-qualified individual to fill the position of Supervising Staff Nurse I (SSN I) in Acute Brain injury and Pediatrics nursing staff. This is a full-time position and will report to the Nurse Manager.

**Responsibilities include but are not limited to the following:**

- Performs first level nursing and administrative supervisory functions.
- Sets priorities and redirect employees to other task as the need arises.
- Oversees the work of nursing personnel and instruct them in providing technical care to ensure compliance with standards of care and policy and procedures.
- Serves as an expert resource to staff and departments. Ensure compliance with DHS mandatory training including competencies.
- Provides comprehensive overview of the unit staffing needs.
- Prepares work schedules and daily assignments to nursing staff members to perform the various patient task, matching skillset of staff and duties to be performed.
- Evaluates the performances of Nursing Staff within the shift.

**Desirable Qualifications:**

- Bachelor's or Master's degree in Nursing
- Strong interpersonal, organizational, critical thinking and problem-solving skills
- Strong Med/Surgical and/or Rehabilitation clinical background
- Excellent verbal and written communication and presentation skills
- Self-directed and able to work both independently and in teams with others
- Experience in teaching/staff development and/or competency training and evaluation
- National certification in area of specialty (Ex: Certification for Critical Care Registered Nurse, Certification Rehabilitation Registered Nurse and or Certification for Medical and Surgical Nurse and Functional Independent Measure Certification)
- Word Processing and PowerPoint skills
- Serve as a member on selected councils

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

The most qualified candidates will be contacted for an interview. Interested candidates must submit a cover letter, resume, the last two performance evaluations, and a prime variance time report for the last two years to:

Emma Napan, Nurse Manager  
Nurse Recruitment Office, Bldg. 503, Room 77  
Rancho Los Amigos National Rehabilitation Center  
7601 E. Imperial Highway, Downey, CA 90242  
Phone: (562) 385-7912 Fax: (562) 803-6231  
Email: [enapan@dhs.lacounty.gov](mailto:enapan@dhs.lacounty.gov)

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

**\*\*THIS IS NOT A CIVIL SERVICE EXAMINATION\*\***

6/30/20