



**LAC+USC HEALTHCARE NETWORK
Vacancy Announcement**

NURSE MANAGER

MEDICAL-SURGICAL INPATIENT SERVICES

Position: Supervises patient care delivery and nursing activities in assigned hospital inpatient care units with 24-hour responsibility and performs professional nursing duties. She/he must be available and accessible on weekends and holidays.

Responsibilities

- Participates in the development of goals and objectives for the Medical-Surgical Inpatient Nursing Services consistent with the Departmental and Network goals
- Oversees the day to day operation and delivery of patient care in the Medical-Surgical Inpatient Nursing Services including admission, transfer, discharge processes and efficient patient flow
- Participates in establishing, implementing and maintaining standards that ensure high quality, safe and effective nursing care of the Medical-Surgical patients
- Develops and monitors quality indicators to review the quality of care and implement performance improvement initiatives on the Unit
- Maintains nursing records and ensures compliance with mandatory requirements for personnel
- Implements strategies to improve customer service and patient family satisfaction
- Participates in development, review, revision, and implementation Unit of policies and implementation of Departmental Network and DHS policies and procedures
- Hires staff and plans and implements orientation, training and staff development programs for Medical-Surgical Inpatient Services
- Evaluates employees directly under their supervision and handles employee issues in collaboration with Human Resources
- Communicates collaboratively with patients, families, the interdisciplinary team, the management team and other nursing staff regarding patient care issues and concerns

Desirable Qualifications

- Minimum of two year's recent nursing experience as a Supervising Staff Nurse I or higher in a Medical-Surgical Inpatient or related setting, preferred
- Strong communication and critical thinking skills
- Positive attitude, team-player with effective interpersonal and organizational skills
- Strong Patient Advocate
- Flexibility and willingness to adapt to changing situations and changes in flow

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

Interested applicants should submit a letter of interest, resume, copy of their last two performance evaluations, and a copy of time records for the past 24 months to:

Nurse Recruitment and Retention Center, Inpatient Tower- Room C2C112
1200 North State Street, Los Angeles, CA 90033
Telephone: (323) 409-4664 Fax: (323) 441-8039

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