



Employment Opportunities

EO-32

August 8, 2018

To: LeadingAge Wisconsin Members & Subscribers

From: Pam Walker, Executive Secretary
pwalker@LeadingAgeWI.org

Subject: Positions Available:
RN-PM Supervisor – Milwaukee, WI
RN Nurse Advocate – Milwaukee, WI
Hospital & Nursing Home Administrator – Green Bay, WI

“Employment Opportunities” (EO) is a job clearinghouse for non-profit organizations. A one-time listing in Positions Available for LeadingAge Wisconsin members/subscribers is \$50 for a direct reply and \$75 for a blind ad. The fee for non-members for a onetime listing in Positions Available is \$100 for a direct reply and \$125 for a blind ad. A one-time listing in Position Wanted is \$50 for a direct reply ad and \$75 for a blind ad. Blind ads for Position Wanted must be submitted with 10 copies of the applicant’s resume. Submit copy, not to exceed 150 words in length, with the appropriate remittance to the LeadingAge Wisconsin office. Employment Opportunities are now included in our bi-weekly e-News newsletter. Employment Opportunities must be submitted by close of business Friday prior to the week of the ad posting. Ads submitted also are displayed on the LeadingAge Wisconsin web site which can be found at www.leadingagewi.org/employment-opportunities.

Position(s) Available:

EO-PA-404 RN -PM Supervisor – Milwaukee, WI

We have a full-time, 80 hours/pp need for a RN PM Supervisor to work at our newly remodeled Sacred Heart facility.

Hours are 2:30pm - 11:00pm with weekend and holiday if needed...M-F position.

- Self-direction-able to see what needs to be addressed and does so within the parameters of policies and procedures
- Follows through and gives feedback in a timely manner
- computer literate with word, excel and email
- physical assessment skills
- 3 years of experience in a management position
- long term care experience in a leadership position
- BSN preferred
- maintains confidentiality; medical and managerial
- collaborates with healthcare providers

At School Sisters of St. Francis, our staff gets to know and interact with those they serve while assuring the quality of life - physical, social, psychological and Spiritual. This position is looking for an individual who would fit our compassionate environment caring for retired women religious. Responsibilities include working with a team structure, using strong leadership skills in responding to situations based upon nursing standards, policies, procedures and protocols.

Current State of Wisconsin License is required.

Benefits for health, dental, vision, life insurance as well as 403(b) are available.

Applications can be submitted by: contacting Regina Sloan-Harmon at 414-385-5229, email with an attached resume to rsloan-harmon@sssf.org, or apply online at www.sssf.org.

EO-PA-405

RN Nurse Advocate – Milwaukee, WI

We have a part-time, 72 hours/pp need for a Nurse Advocate to work at our newly remodeled Sacred Heart facility.

Hours are 6:30am - 3:00pm with weekend and holiday rotation on first shift!!!

- RN/BSN preferred
- Experience as a charge nurse, case management or care coordinator
- long term care experience a plus
- computer literate with email, word and excel
- critical thinking skills
- maintains confidentiality
- ability to work with a variety of people in a variety of settings

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EO-PA-406 Hospital & Nursing Home Administrator – Green Bay, WI

Salary: Depends on Qualifications

Opening Date: 08/08/18

Closing Date: 08/24/18 11:59 PM

Job Summary:

Performs administrative and management functions to coordinate programs and services within the Community Treatment Center residential units of the Human Services Department. The work is performed under the direction of the Human Services Executive Director.

Essential Duties:

Directs the daily operations of the Brown County Community Treatment Center residential programs, including the acute psychiatric hospital (Nicolet Psychiatric Center) and a nursing home (Bayshore Village) and a crisis stabilization unit (Bay Haven CBRF).

Ensures the facility complies with state and federal licensing requirements and regulations.

Participates in the planning, organization and development of a comprehensive system of care for individuals with mental health and substance abuse disorders..

Facilitates the establishment of a clear vision and mission, and clear goals, objectives and performance measures for assigned programs and services.

Assists in creating and maintaining a positive, rewarding work environment that capitalizes on the commitment and talents of the department's personnel.

Implements and monitors the effectiveness for the Inpatient Services Units, continuously looking for ways of improving operations and program effectiveness, and initiates needed changes and improvements.

Participates in the implementation of system change technology with clinical practice technology at the program level, clinical practice level, and clinician competency level to create comprehensive system change.

Incorporates evidence-based and clinical consensus best practices for the treatment of all types of individuals served by the units.

Implements principles of successful treatment intervention that are derived from available research and incorporated into an integrated treatment philosophy that utilizes a common language that makes sense for consumers, staff and family members.

Uses program and staff competency tools for the development and implementation of dual diagnosis capacity, skilled nursing care, and developmental programming for the specific units.

Uses practice guidelines that address assessment, treatment intervention, rehabilitation, program matching, psychopharmacology, and outcomes.

Participates in the establishment of universal screening for co-occurring and other mental health disorders at initial contact throughout the system.

Selects, assigns, trains, and evaluates subordinate unit coordinators and supervisors. Creates the expectation of universal competency, including attitudes and values, as well as knowledge and skill.

Works on developing competencies in existing policies and job descriptions, to incorporate them into personnel evaluation, credentialing, and to measure or monitor clinician attainment of competency.

Participates in the development and implementation of evidence-based practices, performance and quality improvement initiatives, and compliance and accreditation activities.

Maintains awareness of federal, state and county laws and regulations, local requirements, and policy impacting funding and service delivery.

Completes required state and federal reports with regards to departmental activities and funding; develops policies to address revised program expectations.

Responsible for development of policy, monitoring and reporting on various complaints; responds to client, EEOC and related complaints according to state and federal standards.

Participates in the annual departmental budget process including presentations at Boards and Committees as needed; make funding level recommendations.

Monitors expenditures to stay within budget and comply with the County budget process expectations.

Participates in various county and state committees, workgroups, commissions and planning sessions.

Confers with colleagues in other County departments and agencies, and in organizations outside of the County (including community non-profit organizations) to maximize cooperation in areas of joint involvement, and to create partnerships among clients, families, staff and other public agency and private sector resources.

Performs related functions as assigned by the Human Services Executive Director.

Minimum Qualifications Required:

Education and Experience

Must have successful leadership experience in a health care setting that included inpatient services or skilled nursing services. Management experience in the treatment of mental health and substance use disorders is required, with an appropriate combination of training, education and career history that would provide the necessary knowledge and skills to lead a psychiatric hospital and nursing home to standards of excellence. Typical combinations would be:

- A bachelor's degree (masters preferred) in business or health care administration and five years of progressive management experience in behavioral health and/or rehabilitation services.
- A bachelor of nursing degree (masters preferred) and five years of progressive management experience in behavioral health and/or rehabilitation services.
- A master of social work degree or similar degree and five years of progressive management experience in behavioral health and/or rehabilitation services. • Other similar combinations of education, training and experience.

Licenses and Certifications:

Licensed as a Psychologist in the State of Wisconsin or;
WI social worker license or WI Professor Counselor license or;
Wisconsin State Board of Nursing Registered Nurse License and
Wisconsin Nursing Home Administrator License or candidate for licensure

Knowledge, Skills & Abilities:

Knowledge of and experience with managing programs for individuals with co-occurring mental health and substance abuse disorders is desirable.

Knowledge of and experience training and supervising staff with evidence-based practices in mental health and substance abuse are essential.

Knowledge of planning and administration of human services programs.

Knowledge of planning, implementing and monitoring services for individuals with co-occurring mental health and substance abuse disorders.

Knowledge of integration of community based-and inpatient services.

Knowledge of management of skilled nursing.

Knowledge of principles of supervision and personnel management.

Knowledge of the interrelationships of services provided by local public and private agencies and organizations.

Knowledge of principles of the various professional and clinical disciplines working in human services.

Knowledge of principles of budgeting and revenue enhancement.

Ability to utilize a computer and required software.

Ability to evaluate the effectiveness of department programs and services.

Ability to monitor the selection, assignment, and performance of professional and non-clinical personnel.

Ability to communicate orally and in writing with Human Services Executive Director and management staff, clients and community agency representatives.

Ability to develop and maintain effective working relationships, communication and customer service approach.

Ability to perform basic mathematical operations, descriptive statistics and the ability to prepare and interpret basic statistical reports.

Ability to exercise judgment, decisiveness and creativity required in situations involving the direction, control and planning of an entire program or multiple programs.

Ability to work the required hours of the position.

APPLICATIONS MAY BE FILED ONLINE AT:

<https://www.governmentjobs.com/jobs/2116804/hospital-nursing-home-administrator/agency/browncounty/apply>

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