



Registered Nurse * Delaware Valley Job Corp Callicoon, NY

Overview: The Delaware Valley Job Corp is seeking a Registered Nurse in Callicoon, NY. The Registered Nurse is responsible for the provision of preventative and emergency health services and wellness education to students. Ensures confidentiality of sensitive information and compliance with all HIPAA laws. Assists in the supervision and management of the Wellness Services Department. Follows all integrity guidelines and procedures and ensures no manipulation of student data. Responsibility to assist in the supervision and management the Wellness Department and staff. Ensures Center establishes and maintains Memorandums of Understandings with local hospitals and wellness related community resources. Compiles and submits all required reports and plans per DOL/Corporate policy when directed. Ensures adequate staff coverage to meet the needs and requirements of the student population. Oversight and management of the wellness budget in conjunction with the Wellness Director to identify and secure cost-saving measures. Acts as Center liaison with local agencies for purchasing applicable third-party health insurance for students, coordinating health services, environmental health inspections and other health-related issues. Evaluates student health issues and concerns and makes referrals as appropriate. Maintains and revises current health care guidelines to ensure quality and effective wellness services to students. Coordinates and oversees the chronic condition case management programs. Complies with local and federal guidelines for the administration of all medications and maintenance of medical records. Ensures adequate inventory of medical equipment and supplies. Works with Safety and Security Department to complete and submit required Significant Incident Reports. Ensures compliance with HIPPA and other applicable laws and regulations regarding patient privacy and the maintenance of medical records. Proactively manages the Center's medical separation process and provides students with the required medical services and referrals to ensure student return and completion of the Job Corps program. Participates as an active member of the Center's HEALS. Makes recommendations and assists in filling staff vacancies. Provides required/supplemental training for new and current employees. Mentors, monitors and models the Career Success Standards as required by the PRH. Shows respect and courtesy

to students and holds them accountable for their actions and behavior. Provides quality programs and services for students and ensures that quality is maintained and student needs are met. Pursues improvement and enhancement of programs and services. Exchanges ideas and information, both orally and in writing, in a clear and concise manner and contributes meaningfully to group efforts by offering relevant ideas and knowledge. Provides quality and timely information to DOL/Company when requested. Identifies problems, analyzes causes and evaluates appropriate solutions prior to taking or recommending actions. Other duties as assigned.

Skills Required to perform the job: Student Counseling, Case Management/Confidentiality Integrity Career Planning/Employability Development, Conflict Resolution

Requirements: Associate's Degree in Nursing, active/unrestricted license to practice in NY
Valid NY State Driver's License, 3 yrs. of health care experience, at least one year in a supervisory capacity, Reference Check

Shift, Salary, and Benefits: This is a full-time position, First shift, \$58,000 annually. Benefits include Health insurance, Dental insurance, Paid Vacation, Paid Sick Leave, Holidays, 401K/Retirement.

To apply: contact Hope Godchaux by emailing godchaux.hope@jobcorps.org, by faxing (845)887-4762, by telephone at 845-887-5400, mail to Adams and Associates/Delaware Valley Job Corps, PO Box 846, Callicoon, NY12723, or in person at 9368 State Route 97 Callicoon, NY 12723