

HALLKEEN ASSISTED LIVING

Job Title: Resident Services Nurse RN/LPN

Location: Sunapee, NH 03782

Hours: Full-time

Job Summary

The Resident Care Nurse is responsible for assisting the Resident Care Director with the implementation, delivery and coordination of Resident Care services at the Sunapee Cove Community. Assists in monitoring accurate, timely medication management and ensuring that resident records are thorough and complete.

Principle Duties and Responsibilities

The following essential functions are fundamental job duties of the position to be completed with or without appropriate reasonable accommodation.

- Serves as Supervisor in Charge of Resident Care when Resident Care Director is not available.
- Assist in supervising the medication program and assisting the residents with administration, self-directed administration, or self- administration with supervision.
- Assist residents with Activities of Daily Living as needed and defined in their service plan.
- Maintain positive relations with residents, families and physicians.
- Report any significant incidents and /or changes in the residents needs to the Resident Care Director or Executive Director.
- Assist in completion of resident assessments, the Resident Assessment Tool, and service plans.
- Assist in training assisted living staff and participates in orientation of new staff members.
- Attend and participate in scheduled in-service programs, training programs and staff meetings.
- Assist with staffing of Resident Care Assistants/Medication Nursing Assistants and Licensed Nursing Assistants as necessary.
- May perform other duties as assigned (assistance with housekeeping, laundry, dining services).

Minimum Qualifications

- Registered Nurse/Licensed Practical Nurse with a license in good standing.
- Licensed per N.H. state guidelines, Continuing Education Credits are kept up to date.
- Must successfully complete all Sunapee Cove specified training programs.
- Able to apply common sense understanding to carry out detailed written or oral instructions.
- Able to deal with problems involving a few concrete variables in standardized situations.
- Able to work various shifts as scheduled, with flexibility as needed.

Required Behavior

- Appearance is neat, clean and according to dress code.
- Able to demonstrate a high level of service delivery; does what is necessary to ensure customer satisfaction; deals with service failures and prioritizes resident needs.
- Able to clearly present information through the spoken word; reads and interprets complex information; talks with residents, family members and customers; listens well.
- Able to communicate with others in a warm and helpful manner while simultaneously building credibility and rapport.
- Able to work cooperatively with a group of people to achieve goals and objectives.
- Able to be tactful; maintains confidences, and fosters an ethical work environment; prevents inappropriate behavior by co-workers; gives proper credit to others; handles all situations honestly.
- Able to keep an open mind and change opinions on the basis of new information; performs a variety of tasks and changes focus quickly as demands change; manages transitions effectively from task to task; adapts to varying customer needs.

Physical Demands

- Physically able to move at least 50 lbs. without assistance.
- Physically able to bend, reach, and work in small areas.
- Physically able to push and pull equipment and furnishings.
- Physically able to stand and to work on hands and knees for long periods of time.

If you are interested in applying or know someone to refer for the position please e-mail resume to MBoiardi@hallkeen.com