
Director of Nursing at Southwest Christian Care

A full-time job opportunity within a well-established non-profit organization that is dedicated to providing the highest quality care to patients and their families. We are seeking an individual to assume the Director of Nursing role, who will embrace and commit to the mission of Southwest Christian Care. The ideal candidate will exemplify knowledge and a passion for growth, and will honor fellow staff members by treating them with kindness and professionalism in all circumstances.

Director of Nursing Requirements:

- Bachelor's degree in nursing, healthcare administration, or a relevant field
- A minimum of 2 years' experience in a similar role
- In-depth knowledge of legal policies and regulations in the healthcare industry
- Certified nursing and CPR qualifications licensed to practice in the State of Georgia
- Team management skills, ability to evaluate and assess job performances, ability to delegate
- Flexible for rotational on-call after hours and weekends, including hospice home-care visitations
- Computer skills needed to fulfill necessary documents, emails and reports; Word, Excel knowledge is a plus

JOB Responsibilities-OVERVIEW:

- Directs, coordinates, evaluates and implements all aspects of patient care and engages with other team members for new ideas
- Writes, implements, and trains team members on policies and procedures relating to area of work
- Oversees admission, nursing, and patient care processes
- Complete Prior authorization as needed for insurance companies, if necessary
- Monitors and reports all incidents; updates Executive Director on any needed conflict resolutions
- Maintains department budgets and records all expenses; maintains payroll records
- Interdisciplinary team meetings (IDT) –every 14 days
- Distributes In-services and continuing educational materials
- Completes Death Certificates, if necessary.
- Maintains work schedule for nursing staff
- Participates with the hiring/training/performance reviews/competencies/termination of employees
- Facilitates Drugs Don't Work Program and the Quality Assurance Program
- Ensures Current Policy and Procedure Manual according to Georgia Department of Community Health
- Updates and maintains Infection Control Manual
- Assists and supports all programs and fundraising events of Southwest Christian Care
- Meets with Executive Director and other staff members regularly
- Participate in community programs, as needed, to promote Southwest Christian Care's mission; other duties as directed by the Executive Director