

<b>Job Title:</b>	Director of Nursing	<b>Job Category:</b>	Nursing/Admin
<b>Department/Group:</b>	Nursing		
<b>Location:</b>	Park Hills, MO		
<b>Level/Salary Range:</b>	Advanced	<b>Position Type:</b>	Full-Time
<b>Will Train Applicant(s):</b>	Will Train Applicant(s)	<b>Date Posted:</b>	Date Posted
<b>Applications Accepted By:</b>	Robyn Nagel / Erika Griggs		

**Job Description**

**Responsibilities:**

- Directs clinical staff (RNs, LPNs and CNAs) to ensure the delivery of safe, effective, and personalized compassionate care.
- Ensures compliance with all regulations, laws, policies and procedures. Educates all staff members about state, federal, and accreditation requirements (as applicable). Maintains compliance with all local, state and federal laws regarding licensure and certification of Serenity personnel and accreditation standards.
- Provides input, guidance and feedback related to marketing activities and marketing plan to ensure that goals for growth are met. Participates in marketing activities.
- Ensures adequate orientation of every RN, LPN and CNA team member.
- Assigns and directs staff with appropriate skills to perform duties. Coaches, directs and encourages staff through use of formal and informal means. Provides leadership planning for staff education programs, administrative/staff meetings and encourages continuous education and staff development for all team members.
- Sets positive, attainable expectations, objectives and goals for Serenity HospiceCare.
- Uses knowledge, experience, and other resources as necessary to make logical decisions, solve problems, analyze work processes and make suggestions for improvement.
- Responsible for Serenity HospiceCare Clinical performance along with delivery on key metrics within established budget.
- Ensures implementation of a performance improvement program to drive quality care, positive patient outcomes, and address negative trends. Ensures issues and deficiencies identified during internal or external surveys or audits are addressed and corrected.
- Consults and collaborates with the Executive Director and COO in implementation of clinical operations standards and processes.
- Participates in on call process, including admin on call, preparing daily schedule, on-call schedule and supports the on-call process.
- Adheres to company policies and procedures and HIPAA/ Privacy Program, Compliance Program, and Code of Conduct and Ethics. Participates in activities associated with the management of workplace health and safety. Identifies and reports health and safety risks, accidents, incidents, injuries and property damage at the workplace.
- Provides oversight and approval of staff payroll, ensures Serenity is operating in accordance with current pay practices.

- Ensures Serenity HospiceCare operations are processed in accordance with work flow standards.
- Monitors and evaluates employee performance. Holds employees accountable for the attainment of defined goals and objectives. Executes effective performance redirection when needed. Develops employees through coaching, mentoring, and formal/on the job training and development opportunities.
- Performs other related duties as assigned.

**PREFERRED SKILLS**

- RN DEGREE REQUIRED- BSN PREFERRED
- THIS CANDIDATE MUST BE COMPASSIONATE, CARING, EMPATHETIC AND A TEAM PLAYER
- PROBLEM SOLVER, ORGANIZATION & EFFICIENT TIME MANAGEMENT
- HISTORY OF MANAGEMENT OR LEADERSHIP POSITION PREFERRED
- PREVIOUS HOSPICE OR HOME HEALTH NURSING EXPERIENCE PREFERRED BUT NOT REQUIRED