



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton McK. Connard, SPHR
Director

TITLE: NURSING SUPERVISOR (Provisional* Appointment)

DEPARTMENT: Monroe Community Hospital

SALARY: \$22.36 - \$29.86 per hour

HOURS: Full time Nights

JOB SUMMARY:

This is a professional supervisory nursing position responsible for supervising, developing, motivating and evaluating nursing personnel, and for assisting in planning and coordinating the twenty-four (24) hour functioning of assigned units of nursing. Employees work only evening and/or night-shifts and also assume administrative responsibility for the hospital on an assigned shift basis, communicating with an appropriate "on call" administrator as necessary. The employee reports directly to and works under the general supervision of the Assistant Director of Nursing or other senior-level nursing administrator. Leeway is allowed for the exercise of independent judgment and decision-making in determining patient/resident needs and solutions to clinical care problems. General supervision is exercised over a professional and paraprofessional nursing staff. Does related work as required.

IN ORDER TO PERFORM THE DUTIES OF THIS POSITION, AN APPLICANT SHOULD BE ABLE TO:

- Provide adequate staffing of nursing units
- Supervise and evaluate the work of a professional nursing staff
- Communicate effectively, both orally and in writing
- Establish and maintain effective professional relationships

MINIMUM QUALIFICATIONS: EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Nursing, plus one (1) year paid full-time or its part-time equivalent experience as a Registered Nurse in a supervisory or charge nurse capacity; OR,
- (B) Graduation from a regionally accredited or New York State registered school of nursing plus two (2) years of paid full-time or its part-time equivalent experience as a Registered Nurse, one (1) year of which must have been in supervisory or charge nurse capacity; OR,
- (C) An equivalent combination of education and experience as defined by the limits of (A) and (B) above.

SPECIAL REQUIREMENTS:

Possession of a New York State License as a Registered Professional Nurse.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

NOTE:

Applications must be filled out in entirety and can be downloaded from www.monroehosp.org or obtained from **Monroe Community Hospital, Human Resources Office, 435 East Henrietta Road, Rochester, NY 14620**

Posting Date: September 26, 2013

Posting Deadline: October 9, 2013

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.