

# COUNTY OF LEBANON

## Job Announcement

Posting Date: January 5, 2022

|                                     |  |
|-------------------------------------|--|
| <b>Position:</b>                    | Registered Nurse/Health Services Supervisor  |
| <b>Department:</b>                  | Renova Center<br>25 Metro Drive<br>Lebanon, PA 17042   |
| <b>Available:</b>                   | Immediately  |
| <b>Bargaining Unit:</b>             | NONE   |
| <b>Hours:</b>                       | 37.5 hours per week (Mon-Friday primarily dayshift hours)  |
| <b>Pay Grade:</b>                   | 13 (Non-union pay chart)   |
| <b>Salary Range:</b>                | \$1,546.4013 Biweekly and up depending on experience   |
| <b>Full-time Employee Benefits:</b> | *Paid health, vision, and prescription insurance *Paid Life insurance<br>*Paid Holidays *Paid-time-off *Pension retirement plan *Deferred<br>Compensation plan *Optional Dental, Whole Life, Short Term Disability,<br>Critical Illness & Cancer Plans available |

- **A County of Lebanon Application must be completed for consideration for this position.**
- **Applications will be accepted through OPEN**

### **BRIEF DESCRIPTION OF DUTIES AND QUALIFICATIONS:**

This position is responsible for the management, coordination and organization of professional nursing standards of practice for individuals with intellectual disabilities residing in a 24/7 Intermediate Care Facility. Work involves providing direction and supervising to a team of Licensed Practical Nurses. More specific duties include, but are not limited to: assures, health services are in compliance with Department of Health regulations governing Intermediate Care Facilities for people with Intellectual Disabilities (ICF/ID), maintenance of medical charts, 24-hour safe staffing nursing levels, assess and develop effective and efficient nursing procedures and policies, oversee and evaluate the quality, accuracy and efficiency of total care provided to individuals, complete schedules, conduct in-service programs for staff education, conduct annual performance evaluations of nursing staff, utilize the Home and Community Services Information System (HCSIS), relating to incident reports, and complies with County and Facility policies and procedures.

### **MINIMUM EXPERIENCE AND TRAINING REQUIREMENTS:**

Must be a Registered Nurse with a valid Pennsylvania RN License. Must have a valid PA Driver's License. Prior exposure to, or experience working with people with intellectual disabilities is desirable but not necessary. Must possess: basic computer skills, the ability to communicate effectively, both orally and in writing, knowledge of nursing and medical practices and procedures, familiarity with regulations and principles relating to people with intellectual disabilities, leadership, supervisory ability and the willingness to work harmoniously with professional and non-professional personnel. Ability to plan, organize, develop, implement and interpret program goals, objectives, policies and procedures, etc., necessary to provide quality care to people with intellectual disabilities.

### **Application and resume submission options:**

Scan and email your application and resume directly to:  
Human Resources  
Email: [Apply@lebcnty.org](mailto:Apply@lebcnty.org)

Mail:  
ATTN: Leanne Shank, Human Resources Assistant Room 200  
400 S. 8th Street,  
Lebanon, PA 17042  
Fax: (717) 675-2668

*\*An Equal Employment Opportunity Employer\**