



GOOD WILL-HINCKLEY
Educating Youth. Changing Lives.

Registered Nurse – Campus

Good Will – Hinckley is looking for a Registered Nurse to join our Good Will-Hinckley Team. The Registered Nurse provides general clinical practices to the students in the Roundel Residential Program as well as facilitating in training students and staff health education programs and support as Glenn Stratton Learning Center (GSLC) and Maine Academy of Natural Sciences (MeANS) School Nurse.

Duties and Responsibilities:

Clinical Practice:

- Provide direct professional nursing services, first aid, illness and emergency care to students including identifying health problems, making referrals for diagnosis and treatment, providing follow up and evaluation, and maintaining appropriate documentation.
- Observe students for symptoms, side effects and reactions to medications, injuries or other health related problems.
- Maintain accurate medical records to assure compliance with licensing entities and state mandates including immunizations, physical examinations and medical conditions.
- Document each students contact.
- Assist on campus and community-based providers with medical clinic. Contact the legal guardian within 24 hours to discuss any proposed medication changes. Communicate any changes to clinician, residential staff and teachers.
- Supervise and conduct pool testing and other COVID related testing.
- Complete monthly tele psych appointments partnering with Acadia with residents and their teams.

Teaching:

- Assist and facilitate training with health-related programs for Good Will-Hinckley employees.
- Serve as a resource to all employees in health education programs and policy development.
- Train and document PPE training of staff.

Medical Department Management:

- Maintain a user friendly, organized health services facility conducive to confidential communications and services.
- Purchase and maintain supplies and equipment as indicated for the medical office, school, and residences.
- Purchase PPE for GWH in collaboration with Director of Programming, Licensing, and Training.
- Ensure that medications are ordered, delivered, and distributed to residences.
- Schedule annually all employee N-95 fit testing and oversee medical clearance documentation per OSHA guidelines.
- Document all med errors and provide copy to HR for employee files.

Communication:

- Initiate/maintain contact with and act as a liaison between the Medical Office and the Roundel Residential Programs, school and parents/guardians to meet the health and safety needs of students.
- Participate as a member of the program Planning Team, attending meetings as needed. Communicates information, medications, medical and psychiatric conditions to team as necessary for service planning.
- Complete medical sections of students Master Service Plan and discharge summaries within established time frames.
- Communication/contact with Acadia.
- Contact person for all COVID related determination, documentation, and CDC contact person.

Other:

- Report all incidents of work-related accident/illness within 24 hours; maintain a safe work environment; ensure that a safe environment is maintained in the workplace by adhering to all safety rules and requirements (Safety Policies) and report any safety hazards to immediate supervisor.
- Demonstrates awareness and sensitivity to the cultural and socioeconomic characteristics of the service population
- Such other duties as may be reasonably assigned.

Qualifications:

Licensed RN in the State of Maine. Two years' experience working in a clinical setting, excellent assessment skills with proficiency in MS Word. Pediatric and/or psychiatric nursing experience preferred. Abilities and knowledge of adolescents and adolescent development, conflict management, excellent written and oral communication skills, organizational skills. Solid professional references, background and health checks, valid Maine driver's license required. School Nurse Licensed.

Benefits include a competitive wage; health, dental, long-term disability, and life insurance, Maine State Retirement and 401K; Paid Time Off, and recognized holidays.

Interested applicants please submit a cover letter, updated resume, copy of license, three letters of reference and a completed application using the "GWH Employment Application" which can be downloaded from our website at <https://www.gwh.org/employment-opportunities> to:

HR@gwh.org

or mail to Human Resources, PO Box 159, Hinckley, ME 04944.

Please reference "Registered Nurse" in the subject line or cover letter in your correspondence.

We are an equal opportunity employer