



## **Nurse Manager**

### **Position Summary:**

The nurse manager position performs professional supervisory nursing practice in the care of an Ambulatory Clinic. Work involves responsibility for supervising the provision of quality nursing care given at North Olympic Healthcare Network (NOHN). The position is responsible for maintaining the quality and adequacy of nursing practice; for coordinating nursing and training programs; for recognizing and assisting in solving professional, administrative and supervisory problems in an assigned area. Position exercises considerable judgment in applying professional knowledge in solving nursing problems within established policies and practices.

### **Primary Tasks & Duties:**

1. Supervision of nursing personnel
2. Monitoring medical equipment in the clinic
3. Interview and hire nursing personnel
4. Continuing nurse education and risk management training

### **Essential Functions/Key Competencies**

- Demonstrate a high level of skill at building relationships and customer service.
- Demonstrate interpersonal savvy and influence skills in managing difficult clients and patients.
- To be competent in employee/patient focus, ethical conduct, leadership, personal effectiveness/credibility, thoroughness and time management.
- Provide day to day leadership and supervision of the nursing staff. Effectively manage conflict and change.
- Demonstrate and engage in use and development of technology to provide information and analysis of departmental outcomes and process improvement.

### **Position Requirements:**

#### **Education**

- Professional nurse with a current state licensure
- CPR certification

#### **Experience**

- Supervisor experience in a team leader role (3-5 years preferred)
- Work experience as a professional nurse
- Demonstrated experience with providing quality customer service in difficult situations
- Demonstrated high level of communication and customer service skills

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