



TAMMY LYNN CENTER
for developmental disabilities

Employment Opportunity Nursing Supervisor - 2nd Shift

Brief Description of Work Performed:

We are looking for a full time Nursing Supervisor to ensure the quality of client health services. Assist in ensuring that all health care policies, procedures and services are executed thoroughly and with a high degree of quality, including, but not limited to: medication administration, treatment procedures, daily evaluation of health care needs of clients, and maintenance of a safe and clean work environment. Assist in ensuring that appropriate services are provided for clients, i.e., medical, dental, pharmacy, laboratory and restorative services. Provide nursing and medical consultation for clients. Plan for adequate nursing coverage and participate in coverage as needed. Participate in on-call system to ensure availability of administrative consultation to nurses on 24-hour basis. Assist in ensuring comprehensive and accurate record keeping to comply with all applicable local, state and federal laws and regulations. Ensure that an accurate inventory is kept of supplies and order needed supplies in timely, accurate manner. Participate in orientation and ongoing training needs of staff.

Minimum Education/Experience:

Nursing Degree from an accredited school of nursing and at least 3 years of nursing experience including one year of supervisory experience preferred. A current validated license to practice in North Carolina is a must. Preference given to RN however, an applicant who is enrolled in an accredited RN program and able to obtain RN licensure within 12 months of accepting position will be considered. Preference will be given to applicants with ICF/MR experience, nursing experience with medically fragile population and severe to profound intellectually disabled children and adults and the ability to effectively supervise other nurses.

Valid North Carolina driver's license required. Successful criminal background checks and drug screening required.

Pay Rate: DoE. We offer excellent benefits: health insurance, paid holidays, dental, life, STD/LTD, PTO and a 403b retirement plan.

Hours/Days of Work: 2nd Shift, 3:00-11:00, Monday – Friday plus on Call (Exempt position) (must be able to flex schedule/days to meet agency needs)

Closing Date for Accepting Applications: Open until position is filled.

Contact Person:

Human Resource Office of Tammy Lynn Center for Developmental Disabilities
739 Chappell Dr Raleigh, NC 27606 or email resume to: hr@tammylynncenter.org

TLC Operations, Inc. is an equal opportunity employer and welcomes applications from anyone qualified.