



Title: Faith Community Nurse

General Hours of Work: 20 hours per week. (Some weekend and evening involvement)

Exempt/Nonexempt: Exempt

Reports to: Faith Community Nurse Coordinator

Position Summary: The Faith Community Nurse position supports the Faith Community Nursing Coordinator, and the Volunteer Coordinator at Center of Hope. Promotes the Center of Hope and Faith Community Nurse ministry and articulates its value in the community along with supporting ministry goals. Primary duties will be to create or expand current training programs, and make sure all documentation and support of Faith Community Nursing programs on sight of the Center of Hope Ministry.

Education and/or Experience:

- Graduate from a CCNE or NLN accredited school of nursing.
- 3-5 years prior nursing experience required.

Certification, Licensure and Certifications:

- Licensed as a Registered Nurse in the State of South Dakota and/or meeting the requirements of multi state licensure required.
- Certification in Faith Community Nursing is required

Essential Functions:

1. Serves as a member of the Center of Hope staff.
2. Participates in the Faith Community Nursing Health Cabinet.
3. Promotes an understanding of holistic health and well-being through the facilitation of classes, seminars, dialogue groups, and individual counseling, as appropriate.
4. Demonstrates flexibility and creativity in identifying resources to meet guest and family needs.
5. Assists in the Care Center regularly to maintain an awareness of health issues shared by guests and challenges encountered by Faith Community Nurses.
6. Creates training documents for volunteer nurses.
7. Communicates and collaborates with healthcare providers in the community

on behalf of the guests at Center of Hope.

8. Networks with other parish nurse programs in existence and assists in developing new programs for Center of Hope guests.
9. Provides leadership in orientation of new Faith Community Nurse Volunteers.
10. Orients nurse volunteers to the Procedures and documentation requirements of the ministry. (Training of volunteers)
11. Initiates referrals to community agencies that will provide support to guests and their families.
12. Is knowledgeable of the Salem UCC Fund and the grant funding programs, and records data for reporting.
13. Other duties as assigned.

Required physical abilities:

Physical demands of the job generally described: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand, walk, sit, and climb stairs. The position requires finger dexterity, good color vision, good hearing, good vision and speaking skills.

Lifting requirements: The employee may occasionally need to lift and/or move 40 or more pounds.

Exposure to other physical hazards: May occasionally be exposed to blood and body fluids if providing first aid to a guest. Must understand universal precautions and how to minimize risk of communicable disease.

Cognitive/Mental Requirements: The position requires reading, mathematics, writing, analyzing data or report information; drawing conclusions from written or computer generated materials; developing plans, procedures, goals, strategies, budgets or processes based on data analysis of experience; creating methodologies for accomplishing a goal; evaluating performance of others; directing activities of others to persons and/or other resources; and directing activities of others to accomplish a goal.

Responsibilities, expectations, and standards

Adherence to COH vision/mission: The person in this position functions consistent with Center of Hope vision and mission.

Maintain confidentiality: Center of Hope donors have an explicit right to confidentiality. Ministry staff will maintain standards of confidentiality for all donor information. Donor and other information is to be shared only with team members and volunteers as appropriate. Information may be shared with others (outside agencies) only after proper releases have been obtained. All staff are held accountable for the confidentiality of communications between

clients and staff and all information in the physical and electronic donor records. Since the nature of our relationships is one of trust, respect and personal commitment to our donors, the Ministry expects employees to reinforce these concepts and refrain from discussing proprietary or confidential information.

No records or lists will be maintained where they may be seen or read by other people we serve or members of the community. All office files and records created by employees of Center of Hope for the purpose of administering the offered programs and services are considered the property of Center of Hope.

Willing to lead others to Christ, to pray with them, and disciple them: The preferred candidate should have a faith in Jesus Christ that when presented with an opportunity to share their faith, they are confident to do so. The preferred candidate is a person who has the ability to work with many different kinds of people-groups. These groups may be believers in the Christian faith or not. The preferred candidate should be of the integrity to not accept gifts that do not line up with core principles of the ministry.

Other

Acknowledgement statement

I acknowledge and will adhere to the above duties to the best of my ability, and other duties as assigned.

Printed Name (to be typed in when applicant agrees to terms)

Signature _____ Date _____

Pastor _____ Date _____