



COUNTY OF SOMERSET

ISSUE DATE: 01/29/2010 REVISED

POSITIONS AVAILABLE LISTING

For Additional Information Contact

DIVISION OF HUMAN RESOURCES

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APPROVED BY:

BEVERLY HACKER

HUMAN RESOURCES DIRECTOR

ISSUED BY:

FAITH M. SACINO

HUMAN RESOURCES DIVISION

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>JAIL</u>	<u>Part Time Registered Nurse</u> Duties: Position is responsible for providing direct and indirect nursing care to the incarcerated population. Performs initial and ongoing assessments; initiates access and provides on going medical, dental, and mental health services. Performs a variety of comprehensive nursing functions: dispensing medication, chronic care clinics, treatments, referrals, and patient teaching, etc. Works closely with medical, dental, mental health, and custody staff. <i>Req.: Valid State of New Jersey RN license, CPR and AED certification required. Must pass a background check and adhere to all security requirements within the jail setting.</i>	AA	\$42.50 Hr- Mon. - Fri 7 am to 3 pm; \$45.00 Hr to \$53.00 Hr, evenings, midnights, weekends	8/14/2008

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>MENTAL HEALTH</u>	<p><u>Medical Director</u> <u>0006161030C</u></p> <p>Duties: Provides psychiatric assessment and treatment to clients. Position serves as a consultant to staff members. Assesses individuals who present with psychiatric disorders in any clinical setting, records medical history and prescribes in accordance with client needs. Position participates in Performance Improvement; peer review and medical staff activities. Serves as member of Management Team, as consultant to Program Directors, and provides direction and supervision of Medication Clinic. Position participates in policy-making, strategic decision-making and performance improvement direction.</p> <p>Essential Functions</p> <ul style="list-style-type: none"> •Participates as a member of the Management Team in the organization's decision-making structures and processes. •Oversees the quality and effectiveness for the delivery of clinical care in all departments. •Provides direct patient care using appropriate, recognized modalities of treatment; prescribes medication; identifies the psycho education and medication education needs of patients and/or families and provides appropriate learning opportunities. •Provides oversight to Medication Clinic Staff. •Perform psychiatric evaluations, including history and mental status exams. •Complete treatment plans in conjunction with other clinical staff. •Prescribes medication and monitor its benefits/side effects. •Respond to inquiries directed by staff nurse. •Communicate on a regular basis with staff, families, outside agencies. •Maintain thorough, timely clinical documentation's. <p><i>Req.: Completion of Residency in Psychiatry as recognized by ABPN; Board Certification by ABPN; BCLS Certification; experience treating a variety of psychiatric disorders in patients of all ages. Preferred: At least 2 years of experience in psychiatric administration.</i></p> <p><i>Preferred Background and Experience Requirement:Extensive experience with a variety of patient categories and focused experience with one or more sub-categories (e.g. adolescents, dual-diagnosed, etc.). Physical Demands: Moderate physical effort (lift/carry up to 25 lbs.); occasional standing/walking; sitting, bending, lifting / carrying medical records and other paperwork, climbing stairs. Fine motor coordination for handwritten and/or computer documentation (60% for Youth Case Managers & 35% for Clinical employees), may be significant. Occasionally lifts and pushes supplies and equipment (e.g. A/V carts, Flip Charts, Mail Cart etc.). Assists in restraining individuals as needed but occurs rarely. Working Environment: May be exposed to infection/contagious diseases; works in clean, well lighted and ventilated office; may be exposed to potential risk of assault from clients.</i></p>	22C	<p><u>MIN</u> \$121,590</p> <p><u>MID</u> \$151,988</p> <p><u>MAX</u> \$182,385</p> <p>(35 hours)</p> <p>E</p>	<p>1/15/2010</p> <p>CLOSING DATE</p> <p>2/12/2010</p>

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>WORKFORCE INVESTMENT BOARD</u>	<p><u>One Stop Disability Program Navigator</u> <u>0006201894C</u></p> <p>Duties: Serves a resource for information on federal, state and local private programs that impact individuals with disabilities and their integration into employment; Advise One Stop Career Center Staff (Local and Regional) on assistance equipment; outreach to and facilitate team building among partner agencies; work with NJDLWD Business Resources and DVR to coordinate and promote employment opportunities for people with disabilities; provide local and regional training on legal, financial and accommodations related programs; track and provide monthly activity logs to local and state; attend monthly state meetings and trainings as required.</p> <p><i>Req.: Bachelor's degree in sociology, social work, education or related field; 1 year experience in training and education; development of committees and /or collaborative teams; ability to effectively assimilate and communicate, written and verbal, legislative and industry information clearly; familiarity with disability resources, work with the disability community and community planning preferred.</i></p>	12C	<p><u>MIN</u> \$34,020 <u>MID</u> \$42,525 <u>MAX</u> \$51,030</p> <p>(35 hours) E</p>	<p>1/15/2010</p> <p>CLOSING DATE 2/12/2010</p>
			GRANT FUNDED POSITION	