



FINCH-HENRY JOB CORPS CENTER

821 Highway 51 South
Batesville, MS 38606
Telephone: 662.563.4656
Facsimile: 662.563.1644
Toll Free: 800.733.5627

RN (Registered Nurse)

Department: Wellness
Classification: **Non-Exempt**
Status: **Full-Time**

Reports To: **Health and Wellness Director**
Dates of (1st) Posting: 11/15/2024 – 11/22/2024
Salary: **Contact Human Resources**

GENERAL FUNCTIONS:

Engages in providing health services for all students and follows departmental programs and standards that meet all DOL, PRH, Center and Serrato Corporation requirements. Assists the Wellness Department in the delivery of health services, support, and education that will enhance student employability and help students maintain a healthy lifestyle. Assists in ensuring that quality health services are delivered in a professional, caring, and cost-effective manner. Assists the Wellness Department with focusing on wellness and disease prevention. Assists with ensuring students with disabilities receive planned accommodations. Delivers quality health services in a professional, caring, and cost-effective manner.

MINIMUM QUALIFICATIONS:

Education: Registered Nurse. Minimum of an Associate's Degree in nursing. Active, unrestricted license to practice in Mississippi.

Experience: One year of related experience and/or training.

Days/Hours: Monday – Friday; 40 hours per week

Job Description:

- Dispenses prescribed medications.
- Assists in physical examinations of all new enrollees.
- Orders all drugs and medical supplies and stores when received.
- Assists Director with monitoring and ordering of medical supplies.
- Documents individual charts for all enrollees seen by medical or dental personnel.
- Ensures that all enrollees return for special treatment or medication ordered by a doctor.
- Keeps log on all infirmary patients.
- Initiates and Monitors weight improvement programs.
- Works toward meeting position performance goals.
- Follows CDSS plan and Code of Conduct system daily.
- Complies with all DOL guidelines, OFCCP regulations, Job Corps notices and bulletins, and Center policies and procedures.
- Maintains good housekeeping in all areas and complies with safety practices.
- Attends regular scheduled staff meetings.
- Screens and attempts to solve all student problems before referring them to the Health & Wellness Director.
- Models, mentors, monitors appropriate Career Success Standards.
- Helps students become more employable through continuous reinforcement.



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- Participates in PRH mandated staff training. Failure to participate may result in disciplinary action up to and including termination.
- Supervises LPN/LVN

Perform other duties as assigned.

LICENSE OR CERTIFICATIONS:

State Professional Nurse License (RN). Current BLS/CPR certification. Valid State Driver's License.

Interested applicants may forward a resume and appropriate credentials to:

Finch-Henry Job Corps Center
Attn: Human Resources
pittman.lucy@jobcorps.org
Visit our website at
<https://serrato-corporation.prismhr-hire.com/>
An Equal Opportunity Employer
M/F/ Veterans/Disability

