

## Upper Valley Community Nursing Project

PO Box 1302, Lebanon, NH 03766

### Job Description: Upper Valley Community Health Nurse

#### **Upper Valley Community Health Nurse: Preferred Qualifications:**

\*a minimum of a baccalaureate degree in nursing

\*an active license in the state of NH and or VT depending on the location of the community

\*five (5) plus years experience in clinical nursing such as medical surgical nursing or home health care, long term care, community health/public health nursing. Experience in home visiting and knowledge of community resources is highly recommended. Maturity in the nursing profession and flexibility in the use of one's time is critical.

\*community assessment, health counseling skills

#### **Roles of the Upper Valley Community Health Nurse:**

\***Health Educator** – focusing on a variety of educational activities for all ages that explore the relationship between values, attitudes, lifestyle and health. These efforts may be in a group or individual format and in keeping with the population's health goals.

\***Personal Health Counselor**– assisting individuals to deal with health issues and health related problems, coaching people when they need the next level of care, initiating support groups (AA, grief, obesity). This may include hospital, home, nursing home and care coordination.

\***Referral Agent/community-facility liaison** – recommending community resources to individuals and their families that *maybe necessary* for managing illness, encouraging healing and fostering wellness. In addition, the Community Health nurse will communicate with area health facilities about impending discharges especially in cases where the individual does not qualify for VNA services.

\***Health Advocate** – encouraging all systems (facility, family, friends, primary health resources) to find the best interventions for an individual for managing illness, encouraging healing and promoting wholeness - body, mind and spirit. May include end of life discussions.

\***Advisor of community/organization volunteers**– working closely with those who identify and

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coordinate resources within the community including volunteers and assist in insuring that certain needs are met.

**\*Integrator of Community Resources/Services** – seeking, in all activities and contacts, to promote the understanding of the relationship between healthy individuals and a healthy community.

**Job Description:** This position is designed to provide support for the management of individual illness, social crisis, guidance and education for those who are in need of community resources to help them through an illness or crisis. The focus is on home visiting, teaching, coaching, integration of services as well as prevention of disease and promotion of health for individuals and the community. The major accountabilities and position activities are listed below.

**The Upper Valley Community Health Nurse is an independent nursing position. The nurse works with the client's primary care provider and town or organization officials as needed. This is not a "hands on" nursing position. The nurse will use her/his nursing judgment to refer to appropriate professionals or community services.**

**. Accountable for the following roles (see above for description of each)**

- A. Health Educator
- B. Personal Health Counselor
- C. Referral Agent
- D. Health Advocate

E. Coordinator/trainer of Volunteers

F. Developer of Support Groups

II. **Position Activities**

A. Facilitates program and budget management

B. Determines professional development and education activities for self and others  
(volunteers)

C. Identifies measureable program outcomes

D. Develops a meaningful way to document individual encounters.

E. Submits reports as requested by the organization.

F. Provides a process for ongoing evaluation of program activities.

III. **Employment Conditions**

A. Hours/week (minimum is 10)

B. Recommended salary -not less than \$25/hour whenever possible

C. Benefits (may include: holidays, vacation, health & liability insurances, retirement  
plan, continuing education programs, travel re-imbursement, license renewal, private cell phone)

E. Designated private office space (could be shared so long as counseling space is available)

F. Signed Confidentiality statement

H. Completed NH/VT state police criminal background checks as well as a background  
check with the NH Bureau of Elderly and Adult Services

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I. Active nursing license in the state of NH and or VT

J. 3 references

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