

STAFF EDUCATION and CNA PROGRAM COORDINATOR

Seeking a compassionate and team-oriented Registered Nurse as a Staff Education and Certified Nursing Assistant Program Coordinator.

Starting wage at: \$30.00 - \$33.00/hour (negotiable)

Other benefits include:

- PTO accrual based on hours worked
- Health, Dental, Vision Insurance coverages with employer partially funded health savings account
- Availability of comprehensive voluntary insurances
- Retirement annuity option available
- Verizon Wireless Health Care Professional Discounts

This position is a **flex-time (20-40 hours per week)** position.

STAFF EDUCATION AND CNA PROGRAM COORDINATOR Job Duties:

As a Staff Education and CNA Program Coordinator, your primary responsibilities include providing training to Certified Nursing Assistant students and preparing and coordinating course materials. These duties include but are not limited to:

- Coordinate and instruct the in-house Certified Nursing Assistant Training Program
- Prepare lesson plans containing objectives, course content, method of instruction, and method of evaluation for each class scheduled and completed
- Mentor and teach Certified Nursing Assistant trainees to help them become highly skilled and confident in their newly-learned skills
- Work closely with Director of Nursing and Clinical Services and Administrator to develop programs and recognize training needs
- Ensure Certified Nursing Assistant Training Program continues to meet state and federal guidelines for curriculum and content
- Manage the approved education program and submit appropriate forms to State Agency as required
- Maintain accurate and appropriate student, instructor, and course documentation

Required Skills:

- Associate's or Bachelor's degree from an accredited school of nursing
- Current licensure in the State of Wisconsin as a Registered Nurse
- Minimum 2 years experience as a Registered Nurse
- Excellent communication skills
- Working knowledge of current applicable federal, state, and local standards, guidelines and regulations
- Previous experience with instruction and training (preferably at least 1-3 years)
- Previous experience in a post-acute long-term care facility (preferably 3-5 years)

Interested in joining our team?

Persons interested in joining a team of dedicated professional caregivers and experiencing the rewards of a career at a senior living campus, are strongly encouraged to submit a detailed resume or complete an employment application. Accompanying that document a Background Information Disclosure must be included. Please send these items to marketing@svhcs.org or mail to:



SPRING VALLEY HEALTH AND REHABILITATION CENTER

S830 WESTLAND DRIVE SPRING VALLEY, WI 54767-8238

WWW.SVHCS.ORG PH.715.778.5545

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