**Assistant Director of Nursing**

**Westminster Canterbury on Chesapeake Bay**

3100 Shore Drive Virginia Beach, VA 23451

**JOB DESCRIPTION**

The position of Assistant Director of Nursing monitors and provides leadership to the nursing staff to assure that care standards are met and the highest degree of quality resident care is provided for at all times. The position must function as both a team member, team leader and supervisor to ensure that work is accomplished and quality care is delivered, supporting team members and leading the way in celebrating team successes. While assisting the Director of Nursing with the planning, organizing, developing and directing the overall operation of the Nursing Department, the position must also manage the resources within their control and assist others in managing resources.

**RESPONSIBILITIES**

* Develops and Maintains Infection Control Program and Initiatives compliant with Healthcare Regulations to include The Hoy Center and Enhanced Services & participates in Campus QAPI committee.
* Supports The Hoy Center in Healthcare Regulatory Compliance by leading and/or participating in inspections, audits, and actions plans in collaboration with appropriate committees.
* Provides clinical oversight to include analysis of quality measures with heightened focus on skin integrity, return to hospital, and pain management.
* Provides Quarterly Health Care Oversight to Enhanced Services to include process improvement recommendations.
* Supports Clinical Coordinators in employee performance monitoring and enhancement while directly managing Unit Clerks & PRN staff.
* Participates and Leads customer service satisfaction initiatives measured both internally as well as through monthly and annual 3rd party surveys.
* Acts as a Champion of the Lighthouse Engagement Model, including identification of Floor Champions and staff enhancement opportunities.
* Manages inventory of medical equipment including rental equipment and nursing supplies to ensure internal budgetary compliance.
* Key role in hiring of associates, orientation of new associates and a promoter of employee engagement/morale.
* Acts as back- up to Director of Nursing and assists in clinical on-call duties as scheduled. Functions as a charge nurse if indicated.

**QUALIFICATIONS**

* Current, unencumbered RN Licensure for State of Virginia or compact state
* CPR certification.
* Bachelor’s degree in a healthcare related field, preferred.
* Prior long term care experience with 3-5 years of supervisory and leadership experience, preferably in a skilled nursing setting.
* Innovative; active listener; ability to multi-task in fast-paced environment; well-organized; proficient in conflict resolution; experienced in team-building initiatives; well-versed in communication strategies.
* Familiarity of Nursing Home and Assisted Living Regulations for the state of Virginia; project management experience; PDSA process improvement.
* Physical Requirements:
	+ Ability to climb at least 3 flights of stairs.
	+ Ability to stand or walk for a period of at least 4 hours.

**BENEFITS**

* Health & Dental Available Day 1 for new employees!
* Dental Insurance
* Life Insurance
* Long-term Disability Insurance
* Medical Insurance
* Short-term Disability Insurance
* Employee Assistance Program
* Retirement Plan with employer match
* Paid Time Off (PTO)
* Employee Discounts
* Excellent Advancement Opportunities
* Scholarship Program for Employees/Family Members
* Tuition Assistance
* Six paid holidays
* Vision