



Walnut Street Center, Inc
JOB POSTING

Position:	Health Services Manager	Department:	Residential Services
Status:	Exempt	Salary:	DOE
Reports To:	Residential Director	Hours:	Full -Time, Flexible
Location:	291 Mystic Ave.		

Summary:

Walnut Street Center, Inc. is a nonprofit, human service agency that provides comprehensive support services to adults who have developmental disabilities and their families. We are seeking an energetic, compassionate nurse to provide nursing care to individuals with developmental disabilities in our Adult Residential Programs.

Responsibilities:

- Coordinate care with primary care physicians, specialists, pharmacy and other medical services
- Participate in medical appointments, hospital discharge planning, hospice intake and VNA supports within the community.
- Work with multi-disciplinary team to develop participant's plan of care and coordination of services
- Provide health education and teaching to Direct Care staff
- Conduct medical audits in residential programs, including but not limited, to reviewing Kardex, Narcotic book/count, Medical encounter forms etc.
- Participate in in-service training programs
- Regular travel in the Somerville, Arlington and Cambridge and surrounding area required

Requirements:

- MA RN license, required
- At least 2 years' experience working with people with developmental and intellectual disabilities
- Minimum of 2 years' experience working with DD adults in a long term care or Human Service environment preferred
- Attention to detail and excellent time management skills, required
- Strong clinical and communication skills are essential
- Knowledge of case management systems, community service and delivery systems for DD population, required
- Experience with staff training and development, preferred
- Car and current driver license required as an essential function of the position
- Ability to work one weekend day, required

Walnut Street Center believes diversity strengthens the value of workplaces. We are proud to be an equal opportunity employer. All qualified applicants are encouraged to apply.