



MUNICIPALITY OF SKAGWAY

GATEWAY TO THE KLONDIKE
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JOB ANNOUNCEMENT REGISTERED NURSE – CONTRACT POSITION

The Municipality of Skagway is accepting applications for the position of Registered Nurse for the Dahl Memorial Clinic. This is a full-time contractual position working a minimum of 40 hours per week. This position is eligible for limited municipal benefits.

WAGE RANGE: Per negotiated contract. Depending upon experience and qualifications.

PREFERRED KNOWLEDGE, SKILLS AND ABILITIES:

- Education: Degree from an accredited nursing school and successfully passed the N-Clex and received Registered Nurse status.
- Experience: Two years of increasingly responsible related experience or any equivalent combination of related education and experience.
- Licenses and Certifications: Must be licensed as a registered nurse in good standing with the State of Alaska Nursing Board, have no exclusions as documented by the Office of the Inspector General, have no findings on the National Provider Data Bank query, be BCLS Certified or eligible for such.
- Specialized Skills: Outpatient, Urgent Care and Emergency Room experience.
- Preferred Qualifications: Community Health Center experience.
- Physical Demands: standing, walking, bending, kneeling, stooping, crawling. Lift and move items over 50 lbs. with help.
- Specific vision requirements would include close and distant vision, peripheral vision, depth perception and ability to adjust focus.
- As this is a medical facility where one expects to find patient care equipment, hazardous materials, and exposure to exposure to unpleasant sights.
- Must be able to meet the CLIA competency assessment of knowledge, skills, and abilities to perform clinical, laboratory and patient care as required by federal and State of Alaska regulations. This is reviewed and assessed at a minimum of once a year.
- Excellent communications skills, both verbal and written.
- Demonstrate competent leadership skills.
- Ethical and professional conduct at all times.
- Must complete all employee safety, security and HIPPA training on a yearly basis.
- Effective collaboration with patients, staff, providers and administration.

DUTIES:

- Assess the full scope of patient needs using the nursing process on a continuous basis.
- Provide point of care assistance to the providers in the practice.
- Provide a safe environment for patients, visitors and staff members through identifying and correcting/reporting health and safety hazards.
- Maintain professional relationships with patients, visitors and staff.
- Actively participate in various clinic committees including QA/QI and Risk Management.
- Actively participate in educational advancement to improve professional nursing knowledge.
- Use knowledge and judgement to address patient concerns and healthcare needs.
- Serve in a leadership role through clinical practice, supervision, teaching and research.
- Be highly motivated and seek learning opportunities.

- Expected to supervise medical assistants, nursing assistants, and lab assistants to ensure that the clinic practice is kept to the highest standards. Be willing to assist front office staff with appropriate scheduling of patients, HIPPA compliance and interacting with difficult patients if needed.

This is not a complete job description. Contact the borough office by email at a.lawson@skagway.org for an application or further information. Applicants must submit a cover letter, resume and a completed Municipality of Skagway employment application to the borough office or at the email address above. The application can also be downloaded from the website at www.skagway.org. **This position is open until filled.**

POSTED 8/24/22

The Municipality of Skagway is an equal opportunity employer.