ANNOUNCEMENT OF JOB VACANCY

TITLE
Director of Veterans Home Nursing 2 - 90577

SALARY/ GRADE
$89,574 - $113,225, SG M-2
Additional Geographic Differential of $19,000 and Downstate Adjustment of $3,026

SHIFT
Day

NEGOTIATING UNIT
Management Confidential (M/C) - 06

LOCATION(S)
NYS Veterans Home at Montrose, 2090 Albany Post Road, Montrose, New York 10548

MINIMUM QUALIFICATIONS
For permanent appointment: Reachable for appointment from appropriate Civil Service eligible list or eligible for transfer in accordance with Section 52.6 of the Civil Service Law.

For provisional appointment: A license and current registration to practice as a registered professional nurse in New York State and either a Bachelor’s Degree in Nursing or a Master’s Degree in Business Administration, Health Care, Health Services Administration or Public Administration; and four (4) years of post-licensure geriatric nursing experience in a geriatric facility having at least 100 beds, two (2) years of which must be clinical geriatric nursing experience; and two (2) years of which must be geriatric nursing administrative/management experience.

Substitution: A Master's Degree in Nursing may be substituted for one (1) year of the geriatric nursing administrative/management experience.

PREFERRED QUALIFICATIONS
In-depth knowledge of the New York State processes and rules for care of residents in nursing homes or long-term care facilities and who have significant experience in managing clinical staff. Administrative and managerial experience in a long-term care setting. Understanding and commitment to the Home’s core values and philosophy that “residents come first”.

RESPONSIBILITIES
The incumbent will be responsible for directing and managing the development and education of the Nursing Department of the NYS Veterans Home at Montrose including development and implementation of Nursing Policies & Procedures, developing and adhering to the nursing department budget, providing quality care to residents while meeting all applicable laws and regulations, overseeing the department’s day-to-day activities (nursing practice, policy and procedure implementation, staffing, recruitment, staff development, research, etc.), while collaborating with other facility managers to provide the best possible services to residents. In addition, the incumbent serves as the alternate Administrator for the Home and must be available 24/7 for emergencies in the Home and assumes responsibility for running of the Home in the Administrator’s absence.

CONDITIONS OF EMPLOYMENT
Provisional, competitive, full-time appointment. Candidates will be required to pass a qualifying Civil Service exam in the future and be immediately reachable for appointment on the resulting eligible list to maintain employment. Must be flexible and work hours consistent with operational needs and be available 24/7.
APPLICATION PROCEDURE
Submit your resume and cover letter, preferably in PDF format, to: Human Resources Management Group, Room 2217, Corning Tower Building, Empire State Plaza, Albany, New York 12237- 0012, via email at resume@health.ny.gov, or fax to (518) 473-3395, with Reference Code CMC/DON2M/90577 included in the subject line. Submittals will be accepted on a continuous basis.

THE NEW YORK STATE DEPARTMENT OF HEALTH IS AN EQUAL OPPORTUNITY EMPLOYER.

PURSUANT TO EXECUTIVE ORDER 161, NO STATE ENTITY, AS DEFINED BY THE EXECUTIVE ORDER, IS PERMITTED TO ASK, OR MANDATE, IN ANY FORM, THAT AN APPLICANT FOR EMPLOYMENT PROVIDE HIS OR HER CURRENT COMPENSATION, OR ANY PRIOR COMPENSATION HISTORY, UNTIL SUCH TIME AS THE APPLICANT IS EXTENDED A CONDITIONAL OFFER OF EMPLOYMENT WITH COMPENSATION. IF SUCH INFORMATION HAS BEEN REQUESTED FROM YOU BEFORE SUCH TIME, PLEASE CONTACT THE GOVERNOR'S OFFICE OF EMPLOYEE RELATIONS AT (518) 474-6988 OR VIA EMAIL AT INFO@GOER.NY.GOV

Issued: Monday, July 1, 2019