



St. Francis Convent – Job Posting



Position: Nurse Supervisor

We are looking for an experienced Nurse Supervisor with an assisted living background to join our team! We appreciate and value nurses. This role is ideal for compassionate, organized nurses with strong leadership skills. If you are looking for an exciting career opportunity where you'll have the chance to truly make a difference in the lives of others, then we are the perfect fit for you!

We promote the Franciscan Values that are integral to the Mission of the Sisters of St. Francis of Assisi, namely, building a caring community, showing compassion, peacemaking and reverencing all creation.

Position Summary: Provides leadership and directly supervises Caregivers and Nursing Assistants. Responsibilities include training, directing workflow, appraising performance, addressing grievances, and resolving problems. Plans and strategizes with the interdisciplinary team on how care services will be delivered. Communicates and motivates nursing staff to ensure continuity of care. Develops a relationship with each resident. Observes care to assess changes and provide advocacy. Forms a collaborative relationship with partners-in-care. Assures care is provided in accordance with person-directed care. Works in close collaboration with the Director of Nursing to provide optimal care and smooth transitions.

Requirements:

Education and/or Experience: One year certificate from an accredited college or technical school and current license in Practical Nursing in the State of Wisconsin with advanced training. Ten years of experience as an LPN is preferred with at least five years of experience in long-term care. Two to four years of experience working with the elderly is required. Previous Supervisory experience required.

Skills/Knowledge/Abilities:

- Demonstrated strong leadership skills and abilities: Dependable, responsible, compassionate, intuitive, personable, approachable, patient, calm, empathetic, active listener, positive, flexible, ability to communicate effectively to Caregivers and Nursing Assistants in a professional manner, and ability to teach and mentor others.
- Ability to multitask and handle stress in an effective manner.
- Ability to use independent judgment and make informed decisions.
- Ability to read and interpret documents such as medical reports and other written communications.
- Ability to write routine reports and correspondence and to respond to common inquiries from appropriate people.
- Ability to effectively present information to groups of people involved in the care of the residents.
- Basic computer skills are an essential requirement.
- Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers.
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graph.



Details:

Openings: 4

1st Shift - Hours 6:00 am – 2:30 pm:

1 Full-time opening, every other weekend and every other Holiday required.

1 Part-time opening, every other weekend

2nd Shift - Hours 2:00 pm – 10:30 pm:

1 Full-time opening, every other weekend and every other Holiday required.

1 Part-time opening, every other weekend

Pay Rate: \$28-30/hour, plus shift differential of \$2.00/hour for hours worked during 2nd shift.