California State University, Stanislaus is pleased to announce the following position and invites nominations or applications.

**Nursing Clinic Manager**

The Nursing Clinic Manager is a full-time, 12 month, MPP (Management Personnel Plan) position and reports directly to the Executive Director of Health and Wellness.

The Nursing Clinic Manager works closely with the Executive Director of Health and Wellness as the supervisory lead for nursing staff with responsibility and access to confidential staff information. Responsibilities include continual evaluation of performance of nursing staff and annual conduct, with input from staff providers for formal performance appraisal. The Nursing Clinic Manager will also recruit, screen interview and evaluate nursing personnel and make hiring recommendations to the Executive Director of Health and Wellness.

Administration of the operational activities of the nursing staff to include; planning, organization and direction of staff functions, acting in liaison with clinical staff, administrative staff, Medical Chief of Staff and the Executive Director of Health and Wellness is a collaborative responsibility of the Nursing Clinic Manager. This position functions as a charge nurse in the clinic by monitoring daily clinic schedules and staff assignments, overseeing flow of clients into the clinic and ensures communication within the clinic and interdisciplinary team.

The Nursing Clinic Manager oversees the development, monitoring and necessary updating of nursing policies and procedures; assists the Executive Director and the governing body of the Student Health Center in developing additional policies and procedures and nursing services. Additional responsibilities include; participation in quality improvement studies and activities; and assisting with the development, implementation and ongoing evaluation of nursing services in conjunction with the Continuous Quality Improvement program and AAAHC accreditation.

Routine and specialized nursing care are part of the responsibilities of the Nursing Clinic Manager, exhibited by maintaining readiness to perform all staff nurse duties when necessary. Responsibilities include; providing general and specialized direct nursing care to patients including; assessment, triage monitoring utilizing standardized procedures; performing and monitoring clinical testing such as electrocardiography, peak expiratory flow rate, hearing and vision screening; performing IV insertion; administration of medication/fluids as ordered; monitoring and maintaining infusion; and performing venipuncture as required.

Utilization of the nursing process which includes aspects of assessment, planning, intervention and evaluation in teaching and clinical and case management practices is an important aspect of the Nursing Clinic Manager's role. Providing students with health information about a wide variety of health concerns including nutrition, exercise, stress management, family planning, communicable diseases, sexually transmitted infections and substance abuse, as well as making referrals to the appropriate community health provider and social services agency for students requiring services beyond what is available on campus is illustrative of collaborative responsibilities.

**Qualifications and Knowledge, Skills and Abilities:**

The ideal candidate will possess a Bachelor of Nursing degree with experience as a charge nurse and supervising, managing and evaluating staff; experience creating and monitoring policies and procedures; following industry standards and mandated guidelines; creating and implementing training programs and procedures; as well as possess broad and specialized nursing knowledge that supports the performance of specialized duties in such areas as but not limited to, triage and assessment, patient counseling and staffing specialized nursing clinics.

The successful candidate must possess a valid California Registered Nurse license, and maintain certification in CPR/AED. Additionally, must have three years of progressively responsible professional nursing experience which has provided evidence of the ability to perform the nursing duties described above and has included administrative and supervisory responsibilities; or equivalent combination of education and experience which provides the required knowledge and abilities.
Salary Range: Salary will be commensurate with education and experience. This is a 12-month, full-time, CSU Management Personnel Plan (MPP) position with an excellent benefits package. For detailed information on management benefits please refer to the following benefit web page: http://www.calstate.edu hrs/benefits/documents/management-personnel-plan-mpp-benefits-summary.pdf

Anticipated Starting Date and Application Procedure: The position will remain open until filled. Initial screening of candidates will begin the week of January 22, 2018. The successful candidate will be eligible to start in the position as soon as possible.

In addition to submitting a standard CSU Stanislaus employment application (download electronic application at http://www.csustan.edu/hr/Employment_Opportunities/Management/index.html), applicants should submit a resume with a cover letter addressing qualifications, as well as names and contact information for five professional references using one of the following methods:

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<td><a href="mailto:vtaylor@csustan.edu">vtaylor@csustan.edu</a></td>
<td>California State University, Stanislaus</td>
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<td>Attention: Human Resources</td>
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For questions, please call Bronda Nidey (209) 664-6537 or email vtaylor@csustan.edu.

THE UNIVERSITY: California State University, Stanislaus serves the San Joaquin Valley and is a critical educational resource for a six county region of approximately 1.5 million people. Widely recognized for its quality academic programs, the University has 10 nationally accredited programs and approximately 400 full-time faculty. Over eighty percent of full time faculty holds doctorates or terminal degrees in their fields. The University offers 41 undergraduate majors, 24 master's programs, 7 post-graduate credentials, and a doctorate in education serving 8,900 students. New instructional facilities have been built for the unique pedagogy of professional programs, laboratory sciences, and performing arts.

CSU Stanislaus continues to receive national recognition with its ranking as one of the best 373 colleges in the nation by The Princeton Review. The University was one of 12 public universities in the nation to be recognized by the American Association of State Colleges and Universities for demonstrating exceptional performance in retention and graduation rates. In addition, U.S. News and World Report ranks CSU Stanislaus as one of "The Top Public Universities-Master's" institutions in the West in its America's Best Colleges ratings. CSU Stanislaus also is recognized as a Hispanic-Serving Institution (HSI) by the U.S. Department of Education. Additional information is available at the University's Web site: www.csustan.edu.

Information contained in this announcement is subject to change with or without notice.

Applicants requiring necessary accommodations to the application process may contact the Human Resources Department at (209) 667-3351. California Relay Service is available at (800) 735-2922 voice and (800) 735-2929 TDD. As a federal contractor, we are committed to attracting a diverse applicant pool. Please consider completing the Voluntary Self-Identification of Disability form (your response will not be shared with the search committee) at: http://www.dol.gov/ofccp/regs/compliance/sec503/ Voluntary_Self-Identification_of_Disability_CC-305_SD_Edit1.24.14.pdf.

Pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Annual Security Report (ASR), is now available for viewing at https://www.csustan.edu/annual-campus-security-report. The ASR contains the current security and safety-related policy statements, emergency preparedness and evacuation information, crime prevention and sexual assault prevention information, and drug and alcohol prevention programming. The ASR also contains statistics of Clery Act crimes for Stanislaus State for the previous three years. A paper copy of the ASR is available upon request by contacting the Office of the Clery Director located at One University Circle, Turlock, CA 95382, or by calling 209-667-3572.

The university is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, national origin, sex, sexual orientation, covered veteran status, or any other protected status. All qualified individuals are encouraged to apply. CSU Stanislaus hires only individuals lawfully authorized to work in the United States. The person holding this position is considered a ‘mandated reporter’ under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.
A background check (which includes checks of employment records, education records, criminal records, civil records; and 
may include motor vehicle records, professional licenses, and sex offender registries, as position requires) must be completed 
satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background 
check may affect the application status of applicants or continued employment of current CSU employees who apply for the 
position. In addition, this position may be designated under the California State University’s Conflict of Interest Code and, if 
so, will be subject to filing the Fair Political Practices Commission Form 700.

November 28, 2017