



Heart of Ohio Family Health Centers
Job Description
RN OB Manager

Summary: This position supports the Organization in the following manner:

The RN OB/GYN Nurse Manager will oversee the women's health team, coordinate/manage clinical processes, and act as a liaison between clinical staff and leadership.

Reports to: Clinical Leader

Supervises: N/A

Dress Requirement: scrubs

Work Schedule:

Monday through Friday during standard business hours

Times are subject to change due to business necessity

Exempt

Non-Exempt

Job Duties, these are considered essential to the successful performance of this position:

- ✓ Serves as a role model to promote excellence and safety
- ✓ Maintains required educational and/or clinical competencies
- ✓ Acts as a leader in monitoring, evaluating and helping to establish the quality assurance standard of practice
- ✓ Seek opportunities to develop staff in various roles
- ✓ Role models and promotes the concept of life long learning
- ✓ Participates in and fosters a team approach with other quality assurance team members
- ✓ Consults with the provider regarding patient and assists with recommendations
- ✓ Acts as a resource for staff regarding health education material, equipment use and problem solving regarding clinical situations
- ✓ Demonstrates leadership skills in the management of disease for patients
- ✓ Provide teaching/training and supervision of skills to new hires/temporary staff

- ✓ Develops, reviews, and revises standards of care, policies, procedures, practice guidelines, and protocols of care that reflect current evidence based practice and changing technology
- ✓ Promotes, participates in, or conducts on-going research in clinical practice
- ✓ Update vaccine information sheets and tracking sheets
- ✓ Provide all necessary clinical training and education
- ✓ Assists Medical Director in coordinating any educational programs with Pharmacist or other personnel
- ✓ Perform other related duties as assigned

Job Qualifications (Experience, Knowledge, Skills and Abilities)

- ✓ BSN required, MSN preferred
- ✓ Current in RN licensure in the State of Ohio is required. BLS, ACLS, PALS, and/or NRP Instructor level certification I preferred
- ✓ Basic computer skills in Microsoft office, EMR preferred
- ✓ 5 years of nursing years recent experience in area of specialization preferred
- ✓ Nurse educators need to have excellent communication skills, be creative, have a solid clinical background, be flexible and possess excellent critical thinking skills. They also need to have a substantive knowledge base in their area(s) of instruction and have the skills to convey that knowledge in a variety of ways to those who are less expert.
- ✓ Nurse educators need to display a commitment to lifelong learning, exercise leadership and be concerned with the scholarly development of the discipline. They should have a strong knowledge base in theories of teaching, learning and evaluation; be able to design curricula and programs that reflect sound educational principles; be able to assess learner needs; be innovative; and enjoy teaching.
- ✓ The Nurse educator will practice in clinical setting and must be able to anticipate the needs, changes and expectations so they can design programs to prepare nurses to meet those challenges. They need to be able to plan educational programs for staff with various levels of ability, develop and manage budgets, and argue for resources and support in an environment where education is not the primary mission.
- ✓ Demonstrates leadership abilities
- ✓ Professional certification preferred
- ✓ Demonstrates ability to function as an interdisciplinary team member and able to manage stressful situations

If you are interested and meet the qualifications for this position please submit your resume to jwoodard@hofhc.org.