

## Licensed Practical Nurse

Bigfork Valley Villa Assisted Living/ \$23.91 - \$31.21/ Part-Time

258 Pine Tree Drive, Bigfork, MN, United States

### Benefits- Full & Part-time Employees

- Health Insurance: Bigfork Valley offers medical insurance with a Health Savings Account and employer contributions.
- Dental Insurance: Bigfork Valley offers dental coverage through Delta Dental.
- Vision Plan: Bigfork Valley offers vision coverage through VSP Vision Network.
- Healthcare and Dependent Care Flexible Spending Accounts: Bigfork Valley offers both Healthcare FSAs and Dependent Care FSAs to employees.
- Life Insurance and Long-Term Disability: Basic term life insurance and Long-Term Disability are provided to employees at no cost. Supplemental voluntary life is also available for employees and their dependents.
- Retirement: Employees are eligible to contribute to a 457(b) (traditional or Roth), with Bigfork Valley providing a match after one year of employment.
- Employee Assistance Program: Bigfork Valley offers you and your family members free, short-term counseling, referral, and support services.
- Paid Time Off (PTO) to offer a work-life balance.
- Employee Referral Program
- Experience Pay Given
- Shift Differential

### Benefits- Casual Employees

- Earned Sick and Safe Time
- Employee Assistance Program: Bigfork Valley offers you and your family members free, short-term counseling, referral, and support services.
- Experience Pay Given
- Shift Differential

### Job Summary

- Supervises and coordinates the operations of Assisted Living services by performing the following duties personally or through appropriate delegation. This position works closely with the Assisted Living Coordinator and under the direction of the Clinical Nurse Manager.
- Essential duties and responsibilities of the Assisted Living LPN include the following. Other duties may be assigned.
- Supports and helps maintain a positive image of Bigfork Valley. Must be committed to creating excellent experiences for all who come into contact with Bigfork Valley.
- Smiles and greets everyone in a friendly manner.
- Evaluates staff, adjusting hours and shifts as necessary with close communication with the Administrative Assistant. Any changes in shifts must be discussed with the Clinical Nurse Manager.
- Orients new staff and assures that training and education needs of staff are met.
- Coordinates activities and the work assignments of staff members.
- Evaluates activities to ensure resident care, staff relations, and efficiency of service.
- Assist with the nursing admission of all residents.

## **Job Summary** *continued*

- Performs nursing care and visits residents to ensure that nursing care is carried out as directed and treatment is administered in accordance with physician instructions.
- Develops, implements, and evaluates policies, goals, and objectives with the Clinical Nurse Manager.
- Participates in the development and modifications of Assisted Living services.
- Assist with marketing services and community education
- Participates in infection control, discharge planning, utilization review, case management, and quality assessment activities and analysis and reports any issues to the Clinical Nurse Manager.
- Interprets and enforces department and institution policies.
- Participates in the development and monitoring of the unit budget.
- Participates in appropriate department and facility committees.
- Performs the preparation and maintenance of residents' clinical records.
- Inspects rooms for cleanliness and comfort.
- Keeps informed of special orders concerning residents.
- Orders or directs ordering of drugs, solutions, and equipment and maintains records on narcotics.
- Investigates and resolves complaints or refers unusual problems to superior promptly.
- All other duties as assigned.

## **About the Position**

- Part-Time
- Days, Afternoons
- On-Site at Bigfork Valley

## **Qualifications**

- Associate's degree (A.A.) or equivalent from a two-year college or technical school
- Six months to one-year related experience and/or training; or equivalent combination of education and experience.
- Current Minnesota Licensed Practical Nurse (LPN) Certification
- Current BLS certification required.

\*The hourly wage for this position is \$23.91/hour to \$31.21/hour, with a median wage of \$27.56/hour. It is not typical for an individual to be hired at or near the top of the range for their role. Compensation decisions are dependent on the facts and circumstance of each case and on several factors including relevant work experience, education, certification & licensure, and internal equity. Hourly pay is just one part of the compensation package for employees.

**EEO/AA Employer/Vets/Disability**