**Southeast Seniors Outreach Nurse**

This position is designed to provide whole person health promotion disease prevention services. The major accountabilities and job activities of the outreach nurse role are health educator, personal health counselor, referral agent, support to caregivers, and health advocate. This position reports to the Executive Director. This part-time position is approximately 15-18 hours a week, with a starting range of $30-$34/hour

**I. Responsibilities**

Personal Health Counselor

* Provides individual health counseling related to health maintenance, disease prevention or illness patterns.
* Documents client assessment, interventions and outcomes while maintaining confidential client records.
* Makes home or phone visits to clients as needed, providing health counseling, education and spiritual presence/support.
* Promotes stewardship of the body emphasizing self-care of the whole person.
* Communicates with other health professionals as needed to meet the health needs of clients.
* Provides community outreach/blood pressure clinics.
* Supports caregivers by providing education and referrals.

Health Educator

* Prepares, develops and/or coordinates educational programs based on identified needs for healthier lifestyles, early illness detection and health resources.
* Collaborates with community partners to secure educational program resources.
* Works with staff to plan for health education programming.
* Provides consultation and acts as a health resource to other staff.

Referral Agent

* Provides and documents referrals to health care services and resources within the community.
* Networks with other nurses and professionals, to include staff from contract nursing agencies
* Works with SES Service Coordinator to complete Live Well at Home Rapid Screening with all clients annually

Health Advocate

* Encourages clients to avail themselves of services to improve their health and well-being by assisting them in identifying their values and choices
* Assists client and caregiver(s) in making decisions regarding health, medical services, treatments and care facilities as well as documenting assessments, interventions and outcomes.

Professional Development, Education and Research

* Participates in continuing education opportunities to meet identified professional learning needs as approved by supervisor. Fees covered by Southeast Seniors.
* Acts as a preceptor to students from schools of nursing and other disciplines as requested.

Reporting

* Participates in weekly staff meetings, provides client updates and consults on individual cases
* Attends board meetings on a quarterly basis to share nursing updates
* Logs all nursing and service coordination activities and provides records to Executive Director on a monthly basis for grant reporting.

**II. Required Qualifications**

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|   | **Minimum Level Qualifications** |
| Skills | 1. Excellent communication skills2. Strong organizational and time management skills3. Computer literacy including proficiency in Microsoft Office Suite & Google Workspace |
| Education and Experience | 1. BS in Nursing preferred2. 5 years nursing experience preferred3. Ability to complete community assessments & provide health counseling4. Experience working with older adults required5. Public health nursing experience desirable6. Must possess a valid Minnesota driver’s license and be willing to travel within service area. |
| Professional Preparation | 1. Current license as a registered nurse in Minnesota. Fee covered by program.2. Program provides reimbursement for professional practice insurance. 3. Maintain certification in CPR. |
| Special Job Characteristics | 1. Works well independently and as part of a team.2. Understands and supports the Living at Home/Block Nurse Program model, and enjoys working with older adults. |