



**COMMUNITY BRIDGES**  
**PUENTES DE LA COMUNIDAD**

**Posted: 4/15/14**

**Open until filled**

**POSITION: ON-CALL LICENSED VOCATIONAL NURSE  
(BILINGUAL IN ENGLISH/SPANISH PREFERRED)**

**PROGRAM: ELDERDAY  
A PROGRAM OF COMMUNITY BRIDGES**

**DESCRIPTION:** Under the supervision of the Registered Nurse Supervisor, is responsible for the provision of various participant care activities and related professional services necessary to respond to the need for health and personal care of Elderday participants.

**DUTIES & RESPONSIBILITIES:**

- Administers care and treatment to participants as necessary and reports on this as directed; maintains standard records of work performed.
- Assists participants in maintaining optimal level of health by implementing health screening programs; assists in organizing dental and podiatry classes; gives first aid as required.
- Monitors vital signs (e.g., blood pressure) skin and lung assessment and lower extremity monitoring on regular basis and as needed.
- Monitors random blood sugar values on diabetic as ordered; communicates with RN/Supervisor and physician as needed.
- Stays up-to-date on the condition of participants by determining and communicating facts based on objective observation of physiological, emotional and behavioral changes.
- Administers medications to participants as needed; documents medications records daily.
- Reads and maintains TB records on all participants, staff and volunteers.
- Under the supervision of the RN/Supervisor, provides direction to the Nursing Assistant.
- Assists in the maintenance of Physical activity and exercises, and with activities of daily living such as eating, toileting and, if necessary, showering and maintaining personal hygiene.
- Assists in the daily activities of Elderday program, such as helping with meals and clean up.

- Initiates procedures for emergency based on professional judgment and technological knowledge.
- Participates in the maintenance of a safe, healthful, and clean day care center environment.
- Assists in conducting nursing assessments and reassessments of participants, and maintaining up-to-date nursing records
- Communicates with participants personal physician and caregivers as appropriate.
- Treats participants with respect and dignity; maintains confidentiality at all times.
- Communicates effectively and respectfully with people from different racial. Ethics and cultural groups and from different backgrounds and lifestyles; demonstrates a knowledge of sensitivity to their needs.
- Performs other duties as assigned.

*Job descriptions are intended to be illustrative only; they are not designed to be restrictive or to define each and every assigned duty and responsibility. In an organization of this nature, each employee is expected to perform such duties as necessary to fulfill the stated goals of the agency*

### **EMPLOYMENT STANDARDS:**

#### ***Knowledge of:***

- practices and techniques of vocational nursing;
- first aid and sterile techniques;
- medical terminology;
- use and care of nursing equipment and supplies; and
- Chicano/Latino cultural medical practices and beliefs.

#### ***Ability to:***

- apply licensed vocational nursing principles and techniques competently;
- administer medications and injections;
- provide sympathetic care;
- keep accurate records and charts;
- understand and carry out oral and written directions;
- maintain cooperative and effective working relationships with those contacted in the course of work; and
- communicate effectively and respectfully with people from different racial, ethnic, and cultural backgrounds and lifestyles, demonstrating a knowledge of and sensitivity to their needs.

### **MINIMUM QUALIFICATIONS:**

- Possession of current valid LVN license;
- Updated CPR certification;

- Fluent bilingual/biliterate Spanish/English preferred;

**OTHER REQUIREMENTS:**

- Must pass criminal background check
- Must pass a TB test before first day of employment

**PHYSICAL DEMANDS:**

Standing, walking, sitting, typing, reaching, bending, moving and/or lifting up to 50 pounds.

**RATE OF PAY & HOURS:**

- This is a non-exempt, on-call position—hours vary.
- The salary range is \$16.22/hr-\$17.34/hr, DOE (plus a \$.20 on-call differential and a \$.40 per hour bilingual differential after passing a test administered by the Human Resources Department).
- The position requires regular on-site attendance.

**UNION:**

The LVN position is represented by the SEIU bargaining unit.

**BENEFITS:**

- Eligible for paid sick leave.
- 401(k) Retirement Plan: Agency matches employee contribution up to 1% of annual salary upon completion of six month employment, effective during open enrollment period.
- Paid lunch if applicable.

**TO APPLY:**

- Please submit your Community Bridges application by email (hr@cbridges.org), fax (831-688-8302), or in person.
- Resumes can be submitted but will not be accepted in lieu of an employment application.
- The application may be downloaded at: <https://communitybridges.org/employment/>
- If applicable, please submit any college transcripts, licenses, and/or certificates as an attachment to your application.

**COMMUNITY BRIDGES IS AN EQUAL OPPORTUNITY EMPLOYER.**

**Applicants shall not be discriminated against because of race, religion or religious dress and grooming, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, breastfeeding, gender, gender identity/expression, color, marital status, or medical condition.**