

Water Street Mission Job Description Nurse Care Manager—Water Street Health Services

Summary: Provide nurse care management services and support to Water Street Mission guests with health needs.

FLSA: Part-Time, Non-Exempt

All Water Street Mission staff must be:

1. Willing to sign the Water Street Mission's Statement of Faith
2. A current and active member and/or regular attendee of a local church.
3. Able to fully support the Water Street Mission's core values and ministry philosophy.

Essential Duties:

- Provide long term care and consultation for guests with multiple, chronic medical issues – ongoing Nursing Care Management
- Make referrals to community health services and resources
- Answer guest questions regarding medical issues, care, and insurance
- Accurate and complete chart documentation and form completion
- Teach and/or coordinate health related educational classes
- Attend medical appointments with guests as needed
- Collaborate with WSM program staff on guest's health related issues
- Other duties pertaining to the essential functions

Education/Experience:

An associate's degree and 2 years' experience in nursing field. Unrestricted License to practice nursing in Pennsylvania. Experience working with patients that have a history of trauma

Equipment: Computer, Epic software, copier, medical equipment

Reports To: *Director of Medical Services*

Physical Demands:

Occasionally = 1%-33%; Frequently = 34%-66%; Continuously = 67%-100%

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position.

- Stand, walk, or sit - *continuously*
- Use of fine motor skills – *continuously*
- Bend, squat, kneel, and reach- *Occasionally*
- Lift and/or move up to 50 pounds - *occasionally*
- Weekend or evening availability - *occasionally*

Christian Life:

Water Street Mission is a privately funded 501(c)3 non-profit, evangelical Christian ministry. Our designated purpose is religious and we are a Christ-centered ministry that is dedicated to sharing the Gospel and helping the homeless and impoverished. We consider every position to be essential in the fulfillment of our ministry and purpose statement. As such, each employee must have a relationship with Jesus Christ as their personal Savior and Lord. All employees must:

- Be able and willing to share the Gospel and participate in the ministry activities of Water Street Mission
- Subscribe to the Water Street Mission Statement of Faith and Qualifications of Employment upon hire and continuously while employed
- Adhere to the Water Street Mission Employee Handbook

Water Street Mission Job Description
Nurse Care Manager—Water Street Health Services

- Demonstrate radical hospitality to all the patients, volunteers, staff, and partners by making them feel noticed, giving them personal attention, and providing excellent follow-through
- Maintain the environment of mutual support, encouragement, accountability, and spiritual growth
- Be able and willing to participate in prayer with patients, volunteers, and staff