



CARDIOLOGY NURSE MANAGER

(Nursing Department Manager)

SAN JOAQUIN GENERAL HOSPITAL

Employment Opportunity

For over 50 years, San Joaquin General Hospital Cardiology Department has been recognized for quality care and positive outcomes.

the position

The Cardiology Nurse Manager coordinates, plans, directs, implements and manages the administrative, financial and operational responsibilities for the unit. The Cardiology Nursing Manager maintains 24/7 accountability for clinical and operations management for designated service lines which include inpatient cardiology, cardiac catheter lab, EKG and vascular.

The incumbent provides transformational service leadership that promotes patient centered clinical nursing practice and service excellence standards that are evidence based to achieve quality patient outcomes along with overseeing compliance with professional standards and regulatory requirements.

the ideal candidate

The ideal candidate will effectively promote and foster a culture of professional growth, development, and innovation while encouraging shared governance and staff engagement. The incumbent will be prepared to develop specific cardiology growth strategies with revenue enhancement opportunities and will be adept at identifying budget variances and implementing cost-saving measures. The Cardiology Nurse Manager will serve as a resource to their physicians' partners - 16 FTEs of highly skilled licensed clinicians including: Registered Nurses, Licensed Vocational Nurses, and Nurse Practitioners. The ideal candidate would also possess the following:

- ◆ Advanced degree in Nursing or Health Administration preferred
- ◆ One year experience in administrative or financial management
- ◆ Proven ability to define issues, strategically plan options, propose solutions, and effectively implement changes in a timely manner in a complex clinical environment
- ◆ Excellent written communication skills



ARTS, CULTURE, AND RECREATION

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the County and beyond.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.

MAKE SAN JOAQUIN COUNTY YOUR NEW HOME!

A land of beauty, recreation and natural riches-from the waters of the Delta to the vines of the wine, San Joaquin County has it all.

San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun.

Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

EDUCATION

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and Law School, National University, and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The County's 17 school districts provide families with a wide choice for children's educational development.



AGRICULTURE

The county is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland are dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.



HOUSING

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.





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Recruitment 0319-RH1300-01

SJGH mission

San Joaquin County Hospital is dedicated to a philosophy of excellence in providing health services, education and professional training in an integrated system that values quality in life, family interaction, and respect for both clients and employees. The Agency is committed to the delivery of community-oriented, culturally sensitive, and affordable health care throughout San Joaquin County.

SJGH vision

At San Joaquin General Hospital, our community's health and well-being are our highest priority:

- ◆ Involving the entire community
- ◆ Delivering compassionate and accessible health care
- ◆ Integrating prevention and treatment through Public Health, Mental Health, Medical Care and Substance Abuse Services

Learn more about us at www.sanjoaquingeneral.org

minimum qualifications

Experience: Four years of progressively responsible experience as a registered nurse in an acute care facility including one year of full-time supervisory or charge experience

Substitution: Possession of a Bachelor's Degree in Nursing, Health Science, Business Administration or other closely related field may be substituted for one year of the required non-supervisory experience

Licenses and Certificates: Current registration as a nurse in the State of California

- (1) Successful completion of a San Joaquin General Hospital in-service or comparable training program in nursing preceptorships may be required prior to completion of the probationary period and periodically thereafter.
- (2) Possession of Advanced Cardiac Life Support (ACLS) certificate, and/or other approved training or experience may be required for assignment or continued assignment to specialized nursing units.

major responsibilities include

Direct staff, including supervisory staff, and provide leadership to achieve goals and vision of the organization. Responsible for hiring and retaining staff, career coaching, personal development for direct reports and accountable for the performance of employees.

Establish and manage clinical service lines including recruiting for new staff and providers.

Negotiate and monitor funds flow and productivity targets. Recommend and develop strategies for clinical cost accounting, revenue management and productivity reporting.

Negotiate on behalf of the unit's current and future needs with nursing administration. Partner with Hospital leadership on planning, satisfaction and goals.

May independently or in collaboration with human resources managers, guide staff in the interpretation and implementation of human resources policies, procedures and programs.

Independently initiate and create strategic plans for unit managed. Make recommendations that may impact the unit's clinical capabilities.

Interpret, implement and ensure compliance with academic and administrative policies and procedures within the unit. Recommend new internal policies, guidelines and procedures.

Oversee and/or manage the unit's finances across all sources for the annual budget cycle, including developing, monitoring, analyzing forecasting and reporting.

Recommend and develop strategies for cost containment, strategic investments, and growth management. Coordinate with the hospital budgeting process.

Manage and coordinate grants and contracts for the division. Ensure compliance with institutional and external requirements.

Oversee management of student, fellow, residency-related activities and graduate program administration.

*Other duties may also be assigned



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Compensation and benefits

Approx. Base Annual Salary

\$116,355 to \$141,398

(Approx. Base Monthly Salary \$9696-\$11,783)

In addition to the base salary, the County offers an excellent benefit plan which includes a County contribution to health insurance, dental and vision insurance plans.

Other benefits offered by the County include:

- A 1% employer contribution to the County's 457 Deferred Compensation Plan.
- 5% Educational Supplemental for specific credentials*
- Longevity pay (7.5%, 10%)**
- 40 hours of educational leave

*Salary includes 1% deferred compensation

**Based on requirements of the mid-management MOU

Potential Cashable Compensation:

	Step 1	Step 5
Base Annual Salary	\$116,355	\$141,398
1% Deferred Comp	\$1,164	\$1,414
5% Educational Supplemental	\$5,818	\$7,070
7.5% - Longevity Pay	\$8,727	\$10,605
10% - Longevity Pay	\$11,636	\$14,140
Total (with 7.5% Longevity Pay)	\$132,063	\$160,487
Total (with 10% Longevity Pay)	\$134,972	\$164,022

Other benefits include:

- 1937 Retirement Act plan with reciprocity with CALPERS.
- 125 Flex Spending Benefits Plan.
- 12 days sick leave annually with unlimited accumulation.
- 15 days of vacation leave (20 days after 10 years and 23 days after 20 years).
- 10 days administrative leave per year.
- 4 flexible holidays per fiscal year.

Note: County employees who currently receive a cafeteria plan allowance and subsequently transfer, demote, or promote into the Middle Management represented unit, shall receive the capped contribution amount of the Middle Management unit.

For additional information regarding County employment benefits, please visit the Employee Benefits page of our website at:

sjgov.org/departments/hr/benefits

Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our SJC Engage wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.

For additional information regarding the wellness program, please visit the SJC Engage website by clicking below:



Enhancing Employee Engagement in San Joaquin County

Application and selection

The competitive process includes submittal of a completed San Joaquin County Employment application and Supplemental Questionnaire. Resumes will not be accepted in lieu of a complete application package. If a formal exam process is utilized, qualified applicants will be invited to participate in an oral examination interview which may include a practical exercise. The top-scoring candidates will be referred to the department for a hiring interview. To apply, submit a completed application and supplemental questionnaire on or before the final filing date..

Apply online: sjgov.org/departments/hr

San Joaquin County Human Resources
44 N San Joaquin St, Suite 330
Stockton, CA 95202

Final Filing Date: April 19, 2019

Pre-employment Drug Screening: Potential new hires into this classification are required to successfully pass a pre-employment drug screen as a condition of employment. Final appointment cannot be made unless the eligible has passed the drug screen. The County pays for the initial drug screen.

San Joaquin County is an Equal Opportunity Employer



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SUPPLEMENTAL QUESTIONNAIRE

This questionnaire is considered an extension of your employment application and must be completed and submitted with the standard application form. This is an important part of your application package that will allow us to thoroughly assess and evaluate your qualifications for the position. When responding to the questions related to your experience, please provide a detailed description that includes the name of your employer, dates of employment, job title, number of hours worked per week, and indicate if experience was paid or unpaid.

1. Please provide in detail your supervisory experience directly related to inpatient nursing departments in an acute care hospital or trauma facility. Include the size of the hospital and/or trauma facility, your role/job title, and dates and location of your assignment.
2. Please describe your experience in the development/preparation of departmental financial (budgetary) documentation. Include identification of the budget range (estimate dollar value), brief explanation of budget process and budget due date (annual, semi-annual, etc.). If you do not possess this experience, please note "N/A".
3. Please describe any experience you possess in the area of departmental-level process/performance improvements and development of practices and/or principles related to patient safety.
4. Please describe your experience in working to improve patient satisfaction ratings and working with nursing administration to improve or maintain excellent patient service.
5. Please describe all of your RN clinical experience in an acute care hospital or trauma facility. Include the size of the hospital and/or trauma facility, your duties and the employment time frame.
6. Please provide your current RN license number so that it can be source verified with the California Board of Registered Nurses.

7. Please list any current national certifications that you possess. _____

Amended: 4/2/2019