Respite Program Nurse

Haywood Street Respite is a safe place for unhoused individuals to stay on a short term basis following a hospital stay or other acute health event. It is a home-like environment where Friends have a chance to rest, recover and be connected to resources and services for identified needs. The Program Nurse has direct responsibility working with Friends to coordinate all medical care related to their admittance to Haywood Street Respite and ongoing connection to care. This person will coordinate medical appointments and offer support and education around medication and other medical needs. The Program Nurse must perform their duties in such a way as to uphold the organization's relationship-focused mission and vision.

Specific Duties and Responsibilities:

- Triage calls for admissions and inquiries about Respite
- Review referrals for appropriateness, consulting with HSR medical director as needed
- Assess Friend's status upon arrival to ensure that HSR is able to provide the needed level of care.
- Coordinate transitions to other level/type of care when needed.
- Review hospital discharge instructions, medications, and plan of care with each friend/guest
- Assist Friends with reconciling prescribed medications upon admission and obtaining needed medications
- Provide healthcare coordination/oversight for plan of care throughout a Friend's stay at HSR
- Oversee plan for departure for each friend/guest
- Be available to offer Friends support and help as needed, including responding to health concerns and providing access to medication
- Maintain communication with partner agencies
- Collaborate with health care professionals/providers to set up appointments
- Coordinate transportation to support Friends' appointments and identified needs
- Educate Friends regarding management of their health conditions and navigating the healthcare system
- Oversee the system for medication storage and documentation
- Serve as a point of contact for companions who accompany Friends to healthcare appointments for the purpose of healthcare navigation
- Participate in providing on-call support to overnight and weekend staff
- Join with other staff in helping to create and support an atmosphere of peace and community at HSR
- Document services provided in a timely manner including data entry to support grant reporting and program evaluation.
- Document incidents according to protocol.
- Participate with the effort to increase HSR's alignment with the Standards for Medical Respite Care established by the National Health Care for the Homeless Council
- Comply with all HSR policies and procedures
- Cross train with other staff as needed to ensure that HSR functions well and our Friends' are well cared for
- Maintain Universal Precautions
- Comply with health, safety and first aid requirements
- Other duties as assigned

Minimum Qualifications

- Current, licensed RN or LPN in North Carolina(or ability to obtain)
- Bachelor's Degree preferred
- Excellent critical thinking skills
- Organized, able to multi-task and have outstanding time management skills
- Exceptional communication and interpersonal skills
- Able to stay calm in a crisis
- Able to work within a diverse community and appreciate different perspectives
- Experience working with marginalized populations
- Understand that people and problems are always contextual
- Flexible and adaptable
- Have a solid understanding and acceptance of the Haywood Street Congregation mission and vision
- Ability to perform physical duties consistent with nursing: including, but limited to, ability to stand for long periods, sitting for long periods, lifting 40lbs, stooping, bending. crouching etc.

Hiring Range
$65,000-70,000 depending on experience and licensure

To apply, please submit a cover letter and resume by emailing employment@haywoodstreet.org.