

## BONHOMME PRESBYTERIAN CHURCH

### POSITION DESCRIPTION

#### Parish Nurse

**Ministry Area:** Community

**Reports to:** Director of Community Care

**Direct Reports:** None

**Status:** 20 hours, non-exempt

#### **Position Description:**

Responsible for evaluating the health care needs of the Bonhomme community and responding to those needs (either directly or by mobilizing volunteers and other staff): providing counsel to those with questions, making regular visits (to homes, assisted living facilities and hospitals), providing information and education regarding health and wellness (including child health, chronic disease, normal aging, etc), and developing relationships with facilities and service providers in the community, making referrals when necessary. Responsible for mobilizing volunteers

#### **Duties and Responsibilities**

- Offer consultation, referrals and support to the church community members when requested.
- Provide health screening or services to the congregation in conjunction with the Director of Community Care (EG blood pressure screening, flu shot clinic)
- In collaboration with the Minister of Community, Minister of Music & Pastoral Care, and Director of Community Care attend to hospital visits, following up on hospitalized members as needed.
- Provide care for homebound and institutionalized members through personal visits and reports from their Parish Visitors.
- Document visits in a timely manner with notes in Fellowship One database, providing the Community Care Ministry a summary of activities and events at their monthly meeting
- Identify members who would benefit from Stephen Ministry, Card and/or Floral Ministry and make referrals.
- Coordinate Newborn Ministry
- Coordinate the Parish Visitor Ministry, equipping Parish Visitors with training and encouragement.

- Attend to defibrillators for battery and pad expiration dates, checking supplies in rescue bags.
- Maintain updated list (including photos) of medical professionals in the worshipping community in both Elder's Rooms for emergencies during worship.
- Provides health-related articles for the Pioneer Press Newsletter, in collaboration with the Director of Community Care.
- Provides CPR training to preschool and church officers.
- Be on hand (or mobilize a volunteer to be on hand) for two large church events: Global Leadership Summit and Vacation Bible School.
- Attend Bonhomme on Sunday mornings and/or Wednesday evenings.

**Job Requisites:**

- Education and training: Currently licensed Missouri RN with at least 5 years experience in nursing; areas of home health, hospice extremely helpful. Previous church experience preferred.
- Strong faith in Jesus Christ
- Skills and abilities: Good communication skills and teaching techniques. Excellent organizational skills. Participates in church and community activities which contribute to professional growth and promotion of holistic health philosophy. *Self-directed and able to work with minimal supervision.*
- Working automobile and valid driver's license for traveling to visits.