

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA NATIONAL GUARD

POSITION: Nurse Practical (LPN) #183521

ANNOUNCEMENT NO. 226-2021

SALARY: MM-514 / Minimum \$37,170 / Maximum \$70,013 annually

LOCATION: LA Military Dept., Job Challenge Program (JCP), Gillis W. Long Center, Carville, La.

OPEN: 26 August 2021

CLOSE: Open Until Filled

NOTE: Louisiana Military Department State Vacancy Announcements and LANG-LMD-H Form10 (State Application) are posted at <http://geauxguard.la.gov/join-us/state-technician-vacancies>

In accordance with R.S. 42:1701, if you are nominated for this position, you will be required to undergo a criminal background check prior to commencement of employment with the Louisiana Military Department.

EMPLOYEES IN THE MILITARY DEPARTMENT UNCLASSIFIED SERVICE, PERMANENT OR TEMPORARY, ARE EMPLOYED "AT WILL" AND MAY BE SUBJECT TO TERMINATION OR EXPIRATION OF APPOINTMENT, WITH OR WITHOUT CAUSE.

1. **AREA OF CONSIDERATION:** (1) Active Louisiana National Guard Members; (2) Retired National Guard Members and Retired Military Members; (3) those eligible for Louisiana State Guard Membership.

2. **QUALIFICATIONS:** (In addition to below, see application procedures).

a. **SPECIFIC:** Current Licensed Practical Nurse in the State of Louisiana. Experience necessary to qualify as an Instructor in the CNA/CMA Training Programs. Must be CPR and AED Certified. Must have computer skills. Must be able to work independently within the Scope Practice with minimal supervision. Must have the ability to work with "At Risk" youth. Must be flexible and able to adapt to new situations while being responsible, self-motivated and able to work independently without direct supervision. Required to work weekends when necessary and participate in weekday/weekend call rotation. Must be flexible in working overtime when necessary.

b. **GENERAL:** Must have a valid Driver's License, Social Security Card and Birth Certificate. Must qualify to obtain a Common Access Card (CAC) Card. Travel may be required. Must be available to report to duty during emergency or disaster situations. Must have the ability to work and communicate effectively with agency personnel, peers, superiors, subordinates and the public.

c. **OTHER REQUIREMENTS:** The LA Military Department is a substance abuse and drug free workplace. In accordance with the Military Department Drug Testing Policy, all new employees are subject to mandatory drug testing. Thereafter, all employees are subject to random drug testing. Must meet physical requirements to perform functions of the position. Must attend/complete all LMD annual training and other training required for the position. Must adhere to the Code of Ethics and foster a Sexual Harassment-Free Environment.

3. **CONDITIONS OF EMPLOYMENT:** By submitting an application for employment with the Military Department, the applicant agrees to the following conditions of employment:

a. Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.

b. The successful applicant will be required to join the Louisiana State Guard as a condition of employment. Service in the Louisiana State Guard does not require the applicant to perform military training, periodic inactive duty (monthly drills), nor does it require deployment outside of the State of Louisiana. The applicant can expect that service in the Louisiana State Guard to be substantially the same as normal State Government working conditions.

4. POSITION DESCRIPTION: Provide medical care to all trainees that are enrolled in JCP program under the supervision of the Registered Nurse while implementing orders and guidelines of the Medical Director, Nurse Practitioners and Physical Assistants. In addition to clinical duties, provide instruction to the trainees enrolled in the JCP Certified Nurse Aide or Certified Medical Assistant training programs. Comply with the certification and accreditation standards of the JCP medical training programs for the training and preparation of the trainees to include grade reporting and evaluations. Will implement different levels of instruction to meet the different learning needs of those enrolled in medical program. This includes, but not limited to reinforcement learning activities, teaching note-taking strategies, mnemonic exercises, participating in the 1:1 mentorship/preceptorship program (which may include outside of normal class hours), additional tutoring, etc. Responsible for timely submission of lesson plans, close observation of students and their needs. Provide supporting documentation of observation and needs. Responsible for participating in weekly review of lesson plans and any in-services needed. Participate and maintain continuing education requirement by attending any educational workshops or off site in-services as needed and any other requirements set by LSBN. Responsible for providing CPR certification education through American Heart Association. Responsible for providing in-depth skills training with trainees as needed. Transport trainees to clinical sites and ensure that trainees are presentable and well prepared before clinical begins. Clinic duties include, but are not limited to: Treat medical emergencies appropriately as needed for both male and female trainees. Conduct daily sick call and implement treatment plans per standing orders within time constraints. Administer medications as ordered after implementation of Medication Reconciliation. Maintain medication administration records as directed; maintain refills, orders and pack/dispense medications accurately. Provide transportation and assistance to ER and medical/dental appointments as necessary. Administer vaccinations and enter data into LINKS system in a timely manner with consent. Provide in-service training to trainees/staff as needed. Perform maintenance duties of the dispensary, clinical skills lab and classroom as needed to maintain clean and neat environment conducive for learning. Re-stock supplies as necessary. Complete all documentation accurately and in a timely manner. Maintain an open line of communication with other departments and parents, while following the chain of command. Support community service and Family Day events as needed. Counsel trainees as needed individually on health and hygiene practices. Instruct health and hygiene classes every cycle and as needed throughout the cycle. Monitor the vaccines refrigerator to maintain controlled temperature and take appropriate action as needed. Hazards of the position include possible exposure to contagious diseases, possible contact with blood or bodily fluids and/or contaminated equipment. Be readily available to provide return demonstrations on correct use of PPE as needed. Responsible for enforcing and ongoing education of COVID-19 for staff/trainees. Perform Binax Rapid COVID-19 testing as needed. Perform other duties as assigned.

5. APPLICATION PROCEDURES: All Applicants must complete a LANG-LMD-H Form 10 (State Application) and attach a legible copy of their Official Birth Certificate, Driver's License and Social Security Card. Resumes are optional and will not be accepted unless they are submitted with the LANG-LMD-H Form 10 (State Application). **The LANG-LMD-H Form 10 (State Application) is located at <http://geauxguard.la.gov/wp-content/uploads/2016/10/LMD-H-Form-10-State-Application-pdf-10-25-2016NEW.pdf>.** Application(s) must be submitted to the appropriate LMD Human Resources by the close date, no later than 4:00 p.m.

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