

SUPERVISING COMMUNITY MENTAL HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS: The duties of this class involves responsibility for the supervision of nursing services and nursing practices to mental health clients in a community setting. The incumbent is also responsible for ensuring that the necessary support services for continuance of their residence in a community setting are provided to clientele. The work is performed under general supervision with leeway allowed for the exercise of independent judgement, in carrying out the responsibilities of the position. General Supervision is exercised over Community Mental Health Nurses and other assigned support staff. A Supervising Community Mental Health Nurse does related work as required.

TYPICAL WORK ACTIVITIES:

- Supervises psychiatric nursing practices and procedures to insure a high quality of professional service;
- Oversees the implementation, and coordination of services to clients by county mental health agency and other community organizations;
- Assists in the planning and conducting of in-service training programs for nursing staff;
- Functions as a member of a treatment team in formulating, administering and monitoring treatment plans;
- Responds to psychiatric emergencies and aids police agencies, hospitals, social service agencies in resolving crisis situations;
- Consults with staff and treatment team members regarding other symptoms of the patients illness and explains prescribed treatment;
- Refers clients to their physicians when necessary.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of psychiatric nursing; thorough knowledge of the symptoms of various forms of mental illness; thorough knowledge of the services available from the Cattaraugus County Mental Health agency and other community service organizations; good knowledge of interviewing techniques; skill in the application of psychiatric nursing techniques; ability to instruct patients and staff in a variety of health care subjects; ability to establish and maintain an effective relationship with clients; ability to work effectively with public and private agencies and with the general public; ability to present oral and written comments and opinions clearly and concisely; ability to understand and follow complex oral and written instructions; ability to plan and supervise the work of others; ability to operate a motor vehicle when required; initiative and resourcefulness; tact and courtesy; empathy toward the mentally ill and their families; integrity; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: Possession of a license and current registration to practice as a Registered Professional Nurse in New York State and EITHER:

A.) Graduation from a regionally accredited or New York State registered college or university with a baccalaureate degree in nursing, or a health or a human services field and two years of psychiatric nursing supervisory experience;

OR

B.) Four years of psychiatric nursing supervisory experience.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

