



# SKYLARK

## Staff Nurse

### RN Job Description

**Department:** Medical Services – Jesup Location      **Reports to:** Director of Nursing  
**Position Type:** Per Schedule/Needs      **Supervises:** Volunteers

#### Position Summary:

The staff registered nurse provides medical services to clients in need at Skylark in Jesup, Georgia, and other centers/mobile unit when needed.

#### Role and Responsibilities

- Provide appropriate medical services, counseling, education, follow up, and referral for client.
- Review client records for proper completion of all necessary documentation.
- Maintain inventory of medical supplies to be reported to the Nurse Manager.
- In conjunction with the Director of Nursing, adhere to professional standards of care according to both state and federal regulations.
- Provide adequate reporting of medical services to the Director of Nursing for the benefit of the Board of Directors and to maintain requirements of necessary grants.
- Ensure adherence to all Occupational Safety and Health Administration (OSHA), local, state, and federal agencies and maintain Health Insurance Portability and Accountability Act (HIPAA) mandates.
- Acquire competence and maintain competency in performing limited ultrasounds, through ongoing professional education that includes participating in reviews and clinical updates with competency assessments.
- Complete Sexual Risk Avoidance training (SRAS).
- Participate in trainings, monthly staff meetings, and conferences, as directed.
- In conjunction with Director of Nursing, provide mobile staff updates, infection control regulations, and continuing education as needed.
- Answer/receive calls relating to the ministry when receptionist is not available.
- Assist with maintenance and cleaning of facility.
- Participate in fundraising events, event mailings, and other events when requested.

#### Qualifications

- Demonstrate a personal relationship with Jesus Christ as Savior and Lord.
- Exhibit, both through word and lifestyle, a strong commitment and dedication to sexual abstinence before marriage and sexual faithfulness during marriage.
- Exhibit a strong commitment and dedication to the pro-life position.
- Exhibit a strong commitment to unify Christians from every Christian background to function together in ministry.
- Agree with and uphold the Statement of Principle, Statement of Faith, and the policies of Skylark.
- Be a licensed registered nurse in the state of Georgia with no documented violations against license.
- Bachelor's degree in nursing or equivalent experience.
- Compliance with state and professional continuing education.
- Current CPR/BLS certification.

- Experience in a pregnancy center or similar service preferred.
- Exhibit strong interpersonal, oral and written communication, and administrative skills.
- Able to maintain a working relationship with other staff members and volunteers.
- Able to provide spiritual leadership, discipleship, and support to adult and teen volunteers according to Christian principles.
- Able to carry out responsibilities with little or no supervision.
- Have an open and teachable attitude at all times.
- Able to manage time wisely and adapt to schedule changes, when necessary.