STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT
LOUISIANA NATIONAL GUARD

POSITION: Nurse (LPN) #183529 **ANNOUNCEMENT NO**. 101-2016

SALARY: MS-511 / Minimum $25,147 / Maximum $50,274 annual salary

LOCATION: Youth Challenge Program (YCP-GL), Gillis W. Long Center, Carville, Louisiana

OPEN: 4 November 2016 **CLOSE:** 18 November 2016

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. Must be CPR and AED Certified. Must have the ability to work with "At Risk" youth. Must be able to work various hours, including nights, weekend, holidays and during emergency or disaster situations. Must be able to work "on call." Must have the ability to work and communicate effectively with peers, superiors and subordinates. Must have computer skills.

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

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. Ability to work and communicate effectively with agency personnel and the public. Must attend/complete all mandatory LMD training (Ethics, SHARP, Suicide Prevention, etc.) and fosters 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. Applicants who are active members of the Louisiana National Guard or uniformed members of the Louisiana State Guard must wear the appropriate military uniform and meet prescribed military grooming standards.

4. **POSITION DESCRIPTION:** Deal directly with cadets' parents/guardians concerning physical/ mental problems and finds solutions in dealing with the cadet to insure their wellbeing. Counsel with cadets that may be experiencing problem due to illness or injury. Work with staff of the Youth Challenge Program (Cadre, Counselors, and Instructors) communicating medical conditions, limitations and capabilities of cadets. Transport cadets to outside appointments using state vehicle, including emergency trips as required. Participate with Registered Nurse in classroom teaching of Core Components for which Medical Dispensary is responsible. Conducts special testing (drug, pregnancy, urine) for Medical Director as directed. Responsible for sick call as assigned, using Standing Orders to triage cadets and communicate problems and/or situations with Medical Director, parents/guardians, other staff as needed. Responsible for documentation of medical conditions and telephone communication in the medical chart. Coordinate/package prescription refills with pharmacy, providers, and parents/guardians. Document medications given at pill calls. Maintain accurate count of Control 2 medications. Prepare monthly medication record. Secure all medication areas (carts, cabinet, doors) when not in use. Ensure that all medical practices are in accordance with the Nurse Practice Act and maintain confidentiality of cadet medical information. Hazards of the position include possible exposure to contagious diseases, possible contact with blood or body fluids and/or contaminated equipment. Must attend/complete all mandatory LMD Training (Ethics, SHARP, Suicide Prevention, etc.) and foster a sexual harassment free environment. 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/2015/10/LMD-H-Form-10-State-Application-1.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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