



STATE OF LOUISIANA
invites applications for the position of:
Nurse Practical (LPN)
#50577369

An Equal Opportunity Employer

ANNOUNCEMENT NO. 195-2023

OPENING DATE: September 21 , 2023

CLOSING DATE: Open Until Filled

SALARY: MM-516 / \$53,643 - \$96,533 annually

JOB TYPE: Unclassified

LOCATION: JCP-Gillis W. Long Center, Carville, LA

BENEFITS:

Retirement: Louisiana State Employees' Retirement System (LASERS) with employer contribution & Optional Retirement Savings Account
Insurance: Medical & Optional Dental & Vision
Paid Holidays: 10 days per year, additional holidays may be proclaimed.
Paid Annual Leave: 12 days per year with increases based on tenure
Paid Sick Leave: 12 days per year with increases based on tenure



Louisiana Military Department

Job Challenge Program

Gillis W. Long Center



The Louisiana Military Department is an Equal Opportunity Employer and State as a Model Employer (SAME) to promote diversity and inclusion in the workplace.

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.

POSITION DESCRIPTION:

Provide medical care to Trainees enrolled in the JCP Program under the supervision of a Registered Nurse and following orders and guidelines of the Medical Doctor. Duties include but are not limited to: Treat medical emergencies appropriately as needed for both male and female Trainees. Conduct daily sick call and determine treatment plans within time constraints. Maintain medical records, order, pack and dispense medications accurately. Communicate with parents and pharmacy as needed to ensure medication is available to the trainees. Provide transportation and assistance to ER and medical/dental appointments as necessary. Administer vaccines and enter data into the LINKS system in a timely manner. Ability to provide in-service training to trainees/staff on request as necessary. Perform maintenance duties of the dispensary as needed to maintain a clean and neat environment and restock supplies as necessary. Complete all appropriate documentation in a timely manner. Maintain an open line of communication with other departments while following the chain of command. Participate in at least one community service and one Family Day event per cycle. 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 alternating weekends as necessary and participate in the weekend call rotation. Be flexible in working overtime, when necessary, at least three times during the cycle.

Monitor the vaccines refrigerator to maintain a controlled temperature and take appropriate action if needed. Be familiar with PPE equipment, where it is located and when and how to use it properly. Hazards of the position include possible exposure to contagious diseases, possible contact with blood or body fluids and/or contaminated equipment. Perform other duties as assigned.

POSITION QUALIFICATIONS:

Current License as a Practical Nurse in the State of Louisiana. Must have CPR and AED Certification. Experience is necessary. Must have computer skills. Must be able to work independently within the Scope of Practice with minimal supervision. Must have the ability to work with "At Risk" youth.

ADDITIONAL INFORMATION: Selected candidate must maintain a valid driver's license and must be willing to work a flexible schedule when needed which may include some evenings, weekends, or additional hours. Limited travel may be required.

OTHER REQUIREMENTS: 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.

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

- Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.
- The LA Military Department is a substance abuse and drug free workplace. To become an employee of the Louisiana Military Department/Louisiana State Guard, the selected applicant must pass a pre-employment background investigation and pre-employment drug test. Thereafter, all employees are subject to random drug testing.

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 but must be submitted with the LANG-LMD-H Form 10 (State Application).

- 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 point of contact below by the Close Date, no later than 4:00 p.m. CST:

SSG Tracey S. McCorkel
LMD-HR (JCP-Gillis W. Long Center)
5445 Point Clair Road, Carville, LA 70721
E-mail: tracey.s.mccorkel.mil@army.mil
Office: (225) 319-4692