LOUISIANA MILITARY DEPARTMENT

Youth Challenge Program, Camp Minden, Minden, LA

Nurse, Registered (RN)

50317642

ANNOUNCEMENT NO. 109-2026
OPENING DATE: June 25, 2026
CLOSING DATE: July 09, 2026

***SALARY:**
MM-518 $61,422 - $73,715

*Salary indicates typical starting range. Level will be determined by qualifications.

BENEFITS

Retirement: LASERS
Insurance: Medical, Dental, & Vision
Paid Holidays: 10 plus proclaimed
Annual Leave: 96 hours per year with tenure increases
Sick Leave: 96 hours per year with tenure increases

JOB TYPE: Unclassified
Current Classified employees must give up their designation to accept this position.

Department Mission

Intervene in and reclaim the lives of 16-to-18-year-old at-risk youth, producing program graduates with the values, life skills, education, and self-discipline necessary to succeed as productive Louisiana citizens.

WHO WE ARE:

YCP is a voluntary program that target youth who are at risk of not completing high school. We provide an environment for youth so they may focus on completing academic goals while enhancing personal strengths and resiliency. Our program provides a structured environment and teaches discipline, self-control and motivation. We develop the whole person by focusing on 8 core components that support each cadet's personal development: academic excellence, life coping skills, job skills training, responsible citizenship, leader/followership, health & hygiene, physical fitness and service to community.

POSITION DESCRIPTION:

Serves as a medical care staff person for approximately 200 adolescents. Responsible for conducting physicals, sick calls, medicine distribution, drug tests, and pregnancy tests and the charting thereof. Counsel Cadets as needed for problems pertaining to injury or illness after consulting MD. Establish and maintain communication with all personnel to expedite cadet movement. Coordinate and maintain inventory of supplies and equipment for Dispensary. Accompany cadets to ER and outside MD visits as needed. Prepare for Intake Day by setting up exam rooms and coordinating assistance and assignments. Coordinate with Staff Trainer to ensure all Youth Challenge Program staff are CPR/First Aid certified. Create and coordinate life skill lessons for Cadets pertaining to the health and hygiene components to improve overall health of Cadets. Assist Medical Director with on boarding employment paperwork and submit to Director for review and approval. Complete all required supervisor training and ensure all Medical Department staff complete yearly required training. Responsible for receiving, counting, logging, packaging, and filling all medications on Intake Day with RN and/or LPN. Accurate distribution of the right medications to the right cadet at the right time. Maintain and update Medical Administration Records and Controlled Substance Records. Coordinate with a Pharmacy and the Medical Director to ensure timely refills of medications. Secure all medication areas when not in use. Responsible for Sick Call as assigned using the Standing Orders to triage, assess, and treat cadets. Refer cadets to the Medical Director as needed. Assist Medical Director with care during clinic hours. Communicate problems with Medical Director, legal guardians, and staff as needed.

POSITION DESCRIPTION CONT:

Maintain accurate Medical Records of Sick Call assessments, treatments, and Medical Director's orders. Promptly review and complete Medical Director's orders. Maintain adequate communication with staff LPN's about treatments, orders, and profiles from sick call and Medical Director's visits. Perform other duties as assigned.

POSITION QUALIFICATIONS:

Must hold and maintain a valid Louisiana Registered Nurse (RN) License and CPR/AED certification. Possess Organization, knowledge of YCP Medical guidelines, ability to communicate professionally with all YCP Staff, hospital personnel and parents. Leadership qualities to oversee staff and medical operations. Knowledge of and experience with Microsoft Office and Google Workspace (Docs, templates, email and shared files). Must be available for "on call' duty (evenings and weekends).

GENERAL REQUIREMENTS:

- Must have a valid Driver's License, Social Security Card and Birth Certificate.
- Must qualify to obtain a Department of Defense Common Access Card (CAC) Card.
- Must be available to report to duty during emergency or disaster situations. Other periodic travel may be required.
- Must meet physical requirements to perform functions of the position.
- Must attend/complete all Louisiana Military Department (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:

- All LMD positions require in-office attendance. This is not a remote position.
- Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is is required for employment.
- For positions requiring computer/email access selected applicant must qualify to obtain a Department of Defense Common Access Card (CAC) Card and maintain eligibility
- LMD is a substance abuse and drug free workplace. The selected applicant must pass a pre-employment background investigation and pre-employment drug test. Thereafter, all employees are subject to random drug testing.
- To become an employee of the LMD you must be a current member of the Louisiana National Guard or eligible for membership in the Louisiana State Guard.
- The selected applicant must pass a pre-employment criminal background investigation prior to employment.

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).

- **State Application:** The LANG-LMD-H Form 10 (State Application) is located at: http://geauxguard.la.gov/join-us/state-technician-vacancies

Application(s) must be submitted to the appropriate LMD Human Resources point of contact below by the Close Date, no later than 12:00 a.m. CST:

Mrs. Amanda Adams
LMD-HR (Camp Minden)
100 Louisiana Boulevard, Minden, LA 71055
amanda.l.adams72.nfg@army.mil