

**Position: Director of Nursing**  
**Full-time – Daytime, Includes Benefits**

**Crescent Cove**

The mission of Crescent Cove is to offer care and support to children and young adults with a shortened life expectancy, and their families who love them. They currently provide or cover the costs for support services such as massage therapy, spiritual care, music therapy and counseling for families currently caring for a child with a life-threatening condition. Crescent Cove is preparing to open Minnesota's first residential children's hospice and respite home in Brooklyn Center in fall, 2017. The home will provide short respite breaks for children with life-threatening conditions and their families, as well as an option beyond the hospital or home environment for compassionate care at the end-of-life.

**Position Summary**

The Director of Nursing will facilitate and administer care to Crescent Cove children and families on a comprehensive basis that includes medical, psychosocial and spiritual needs. The Director of Nursing will manage patient intake, admissions, transfers, discharges, medical equipment and be responsible for Medical Records, Compliance and Quality Improvement. The Director of Nursing will assist in establishing the necessary clinical policies and procedures and ensure proper training of all clinical staff who work with Crescent Cove families and community partners to ensure that families are accessing services that aid in relief of pain, stress and anxiety in fulfillment of the mission.

The Director of Nursing and clinical leaders at Crescent Cove create a collaborative culture of care, are conscientious about the holistic philosophies for care, and are concierges of care offering resources and expertise within their disciplines.

**Primary Duties and Responsibilities**

The Director of Nursing will perform the following duties:

- Commitment to Crescent Cove's mission and vision
- Ensure each child has a primary care team and care plan & review plan of care
- Ensure goals of care for each child continue seamlessly from home or hospital
- Ensure ongoing communication with primary care teams
- Be an active and effective champion around needs of the child and family – clinical, pharmacological, spiritual and social needs
- Review and write clinical policies and procedures in coordination with Crescent Cove's Clinical Framework.
- Maintains staff resiliency and attention to staff morale
- Develop job descriptions and hiring needs for clinical staff, specifically nurses and CNA's
- Work with Home Service Organization to coordinate training necessary for hired clinical staff
- Evaluate clinical staff skills and ability to care for children and families
- Work to develop meaningful relationships with families to increase their comfort and access to support services for their family.
- Provide daily clinical cares to children in coordination of their care plan
- Coordinate with child's primary care team to ensure all necessary cares are provided during a child's stay at Crescent Cove
- Collaborate with the Founder/Director, Volunteer Coordinator and Office Manager (team) to ensure that family needs are met in ways that relate to our mission and vision.

- Perform clinical assessments and evaluations prior to and following family visits for respite or end-of-life care
- Inform and further develop referral process and ease of service provision for families
- Engage and keep clinical advisory committee informed and updated
- Perform other responsibilities as assigned by the Team.

### ***Qualifications***

- MN RN license in good standing required
- Five or more years of experience as a RN in a pediatric healthcare setting
- PICU or Level 3 NICU experience preferred
- 3+ years of experience within the field of Pediatric Palliative Care working within a family-centered model, experience emotionally supporting families in critical end-of-life experiences, dealing with bioethical issues/dimensions of care.
- Has training and/or experienced Integrative Therapies, i.e. massage, energy work, etc.
- Bachelor's Degree, Master's preferred
- Leadership experience
- Eligible or credentialed by the National Hospice & Palliative Care Nurse's Association
- Certified in Hospice and Palliative Pediatric Care (CHPPN) or Certified in Perinatal Loss Care (CPLC), preferred
- Understands child development and unique diagnosis within pediatric healthcare

### ***Knowledge, skills and abilities***

- Demonstrates self-awareness of personal, ethical, spiritual, cultural beliefs
- A commitment to Crescent Cove's mission and vision
- Highly developed professional & interpersonal skills
- Attention to detail and follow-through
- Knowledge of pediatric palliative, hospice and bereavement care
- Excellent verbal and written communication skills and ability to work effectively on a one-to-one basis and within groups
- Knowledge of, and ability to use software to capture family support
- Self-motivated, self-directed, enthusiastic, energetic, creative and highly organized
- Strong integrity and ethical conduct
- Active listening skills
- Fluency in English

### ***Personal characteristics***

- Self-starter and goal-oriented
- Builds and fosters positive relationships
- Effective communicator
- Works cooperatively and effectively with others to set goals, resolve problems, and make decisions that enhance family support & organizational effectiveness.
- Takes collaborative approach to problem solving
- Ability to prioritize work based on shifting needs
- Demonstrates a passion for human services

Please submit a cover letter and resume to Karla Vaughan at [Karla.Vaughan@CrescentCove.org](mailto:Karla.Vaughan@CrescentCove.org).  
References and background check following successful interview.