

MERCI is a private, nonprofit agency providing training to adults challenged by severe developmental disabilities. MERCI offers a community and site based functional curriculum program. Benefits for qualified employees include paid holidays, sick leave and vacation. MERCI seeks employees who are motivated, creative and desire to advance in the field of human services.

Job description for:

DISCOVERY SUPPORT STAFF-Licensed Vocational Nurse

Department:	Instructional/Medical
Wage Category:	Nonexempt
Reports to:	Discovery Coordinator
Job Code:	801
Hours Per Week:	10-29 Part time hours per week/hours are Based on Client Service hours per week

JOB STATEMENT

Will provide support and facilitate opportunities for adults with severe to profound developmental disabilities, as well as, but not limited to, medically fragile conditions and severe behavioral challenges, to access their various community resources. Will provide support and advocacy to access generic services as well as development of resources previously available to them. The LVN will work with DISCOVERY Support staff and provide both medical expertise, and medical services as required by clients needs.

JOB DUTIES

1. Will assist in Ensuring clients' safety, dignity, and well being as well as providing clients with any required help in fulfilling their personal and private needs.
2. Will foster positive relationship with MERCI Board of Directors. MERCI staff, clients, families and/or care providers, outside persons and/or agencies such as representatives from regional centers, licensing, local governments and the community at large.
3. Will participate in assessment of clients' own personal goals for person-centered planning.
4. To support clients' progress and help with monitoring progress to create a partnership with clients and any additional supports required.

5. To complete all documentation required; to include attendance records, incident reports, allocation records, clients charting and supply requisitions.
6. To attend monthly staff meetings, in-services and trainings, or as required by clients' needs.
7. Provide medical care as required by clients needs.

JOB SPECIFICATIONS

1. Active California LVN licensure
2. Pass DOJ and FBI fingerprint clearance
3. Current (within one year of hire) health screen and TB test
A minimum of one year's experience working under the LVN license
4. Experience working with the DD population preferred
5. Experience with GT feeding, GT medication administration, seizure disorder and other critical care issues
6. Comfortable with providing personal care services such as hygiene issues, feeding, grooming
7. Ability to express ideas clearly in both written and oral grammatically correct English
8. Bilingual preferred (Especially Mandarin, Cantonese, Spanish) to include written and oral communication.
9. Current First Aid/CPR certification.
10. Ability to perform some lifting, up to 70 pounds.

Employee Signature

Date

Site Coordinator

Date

Associate Director

Date

Executive Director

Date