



Assistant Director of Health

Evergreen Community of Johnson County – Olathe, Kansas

Benefits for the Assistant Director of Nursing (ADON):

- Pay for Experience!
- Excellent Benefits!
- Matching 401K!
- Company Paid Life Insurance!
- Pet and Identify Theft Insurance!
- Progressive Paid Time Off!
- Six Paid Holidays!
- Two Floating Holidays!
- Tuition Assistance!
- Free CPR Certification!
- Advancement Opportunities!
- Sprint and AT&T Employee Discount!

Responsibilities for the Assistant Director of Nursing (ADON):

- Assist in the planning, development, organization, implementation, evaluation, and direct the nursing service department, as well as its programs and activities, in accordance with current rules, regulations, and guidelines that govern Long Term Care providers.
- Assist in the development, maintenance, and periodic update of the Nursing Service Procedures Manual and nursing service objectives and philosophies to include person centered care, and resident rights.
- Assist in monitoring the facility's QI, QM, and survey reports. Assist in developing plans of action to correct potential or identified problem areas.
- Serve on, participate in, and attend various ECOJC committees as appointed by the Director of Nursing.
- Ensure neighborhood meetings include nursing staff and that they are meaningful and well attended by staff.
- Assist in the direction of daily operations of the nursing services by assessing, evaluation guiding and directing others in the performance of their duties.





- Provide performance reviews and coaching to team members to ensure quality services to the individuals at ECOJC.
- Review nurses' notes to ensure that they are informative and descriptive of the nursing care being provided, that they reflect the resident's response to the care, and that such care is provided in accordance with the resident's wishes.
- Develop and maintain a good rapport with all services involved with the care plan to ensure that a team effort is achieved in developing a comprehensive plan of care.
- Assess, and evaluate nursing operations as they relate to culture change and person centered care, making changes as necessary to ensure the rights of every individual and their wishes.
- Ensure that all personnel involved in providing care to the resident are aware of ECOJC's policies and procedures in regards to the resident's care plan.
- Monitor nursing care to ensure that all residents are treated fairly, and with kindness, dignity, and respect.
- Assist in ensuring that all nursing service personnel are knowledgeable of the residents' responsibilities and rights including the right to refuse treatment.
- Provide leadership training that includes the administrative and supervisory principles essential for Nurse Supervisors/Charge Nurses.
- Encourage the nursing supervisory staff to attend and participate in outside training programs. Schedule times as appropriate.
- Attend and participate in continuing educational programs designed to keep you abreast of changes in your profession, as well as to maintain your license on a current status.

QUALIFICATIONS for the Assistant Director of Nursing (ADON):

The successful candidate for this position will have:

- License as a registered nurse RN in the State of Kansas
- Prior skilled nursing home experience in nursing administration, or management role
- Excellent knowledge of federal and state survey process
- Excellent work history in the long-term care profession
- Commitment to team-oriented outcomes and quality care
- Excellent oral and written communication skills.





About Evergreen:

Evergreen Community of Johnson County is a skilled, long-term care community. We are a non-profit organization dedicated to serving our residents with the highest level of care, no matter what their financial means may be. We believe that all residents deserve the best possible care and services to enhance their quality of life. Our philosophy is person-directed care, meaning the residents have the right to make choices and decisions in their daily lives. We are dedicated to our employees and strive to respect them with competitive wages, excellent benefits and innovative schedules. To provide consistent care, you must have consistent employees. We operate with one of the highest staffing ratios in Johnson County, thus promoting longevity of staff and low turnover.

