

# Iowa Nurse Assistance Program Coordinator

The Iowa Board of Nursing is seeking a Licensed Social Worker or a Licensed Registered Nurse (Master's Preferred) or have a Master's Degree in counseling to develop, coordinate, and manage the Iowa Nurse Assistance Program (INAP). The program is a confidential monitoring/advocacy program for nurses with diagnosed impairments – mental, physical, or substance abuse. Statewide travel is required.

## **Duties include, but not limited to:**

- Developing the implementation and coordination of the program.
- Reviewing and analyzing relevant reports and data.
- Provides open communication with program participants, treatment facilities, monitor, counselors, therapists and staff.
- Prepares written reports and keeps extensive files.
- Maintains a strong knowledge of all statutes, administrative rules and professional standards.
- Makes public appearances and speaks to interested parties concerning the INAP.

To be considered for this position, all applicants **MUST** submit a letter of interest, resume, and at least three references (names, titles, addresses, telephone numbers), to the attention of Kathy Weinberg, Executive Director, by the closing date March 13, 2016, to

**Kathy.Cornwell@iowa.gov**, or mail the items to:

**Kathy Weinberg, Executive Director  
Iowa Board of Nursing  
400 SW 8th Street, Suite B  
Des Moines, IA 50309**

Failure to adhere to this requirement will result in automatic disqualification for further consideration of this position.

**Selective:** 397 Mental Health and 663 Substance Abuse Programs (See the State of Iowa website for details)

In addition a completed application for Vacancy 16858BR to the Iowa Department of Administrative Services - Human Resources Enterprise (DAS-HRE) by March 13, 2016 **MUST** be submitted. To complete an electronic application form, click on "Apply for Job Vacancy(s)" button. You may also mail an application form to: Iowa Department of Administrative Services - Human Resources Enterprise, Hoover State Office Building, 1305 East Walnut, Des Moines, IA 50319-0150 or fax your application to (515) 281-7970.

A background investigation will be completed.

The State of Iowa is an EEO/AA employer.

**State of Iowa Vacancy Number 16858BR**

**Closing Date March 13, 2016**