

BLOOD CENTERS OF THE PACIFIC JOB ANNOUNCEMENT

- POSITION:** HEAD NURSE - MOBILES
Donor Collections, San Francisco
- REPORTS TO:** Mobile Manager
- GENERAL FUNCTION:** Under general direction and in accordance with Federal, State, AABB, cGMPs, SOPPs, established policies, procedures and regulations, performs all aspects of supervision for mobile collections operations. Performs all other duties as assigned.
- ESSENTIAL DUTIES:** Essential duties and responsibilities may include but is not limited to: assures quality customer service to all customers; staff supervision, employee counseling and evaluation, discipline, hiring and termination. Is responsible for coordinating mobile activities, interacting with the mobile coordinator and supervising work in progress. Performs medical histories, determines donor eligibility, performs venipunctures, reviews history forms and deals with any adverse reactions/situations as they might arise. Must travel to and from mobile operations with the staff in a BCP vehicle. Is responsible for the maintenance and review of all mobile records. Must administer the error management program and follow up and correct any errors. Is responsible for ensuring all customers are treated in a courteous manner. Is responsible for the harmonious running of the mobile and the staff's well-being.
- MINIMUM QUALIFICATIONS:**
- EDUCATION:** Sufficient to meet requirements for RN licensing
- EXPERIENCE:** One year (full time equivalent) experience in blood collections in a Blood Center or two (2) years experience in a health care field requiring similar skills and responsibilities
- OTHER:** Valid current California RN license; valid Current California driver's license; previous supervisory experience desirable.
- SKILLS, KNOWLEDGE, AND ABILITIES:** Ability to read and follow procedures and policies. Well developed organizational skills. Ability to direct staff activities and communicate clearly with staff and all customers. Must be able to sit for periods of time to do medical histories, stand, bend and stoop to perform tasks related to venipuncture and drawing of a unit of blood. Ability to assist a donor having a reaction, that might require assistance from the floor to a chair or bed. Must deal face to face with donors to determine eligibility also must deal with mobile coordinators and be able to trouble shoot any problems that arise on the day of the mobile. Must be able to assist in difficult venipunctures and is responsible for performing venipunctures on donors who have had problems in the past and request the head nurse.
- HOW TO APPLY:** Submit a current resume to Human Resources.
- SELECTION PROCESS:** Resumes received will be evaluated competitively and only those with the best qualifications will be contacted and scheduled for an interview.

EOE/AA