



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Instructor of Nursing [Classified Competitive]			Salary P23 \$68,049.63 to \$96,532.47
Posting Number 543-24	Position Number 036470	Number of Positions 1	Posting Period * From: 08/07/2024 To: 08/21/2024
Location: Greystone Park Psychiatric Hospital 59 Koch Avenue Morris Plains, NJ 07950			Scope of Eligibility/Open to: Applicants who Meet the Requirements

GENERAL DESCRIPTION

Under supervision of the Assistant Director of Nursing Services, plans, coordinates, and carries out educational programs for all nursing personnel; orients new staff members and provides in-service refresher programs for professional nurses returning to hospital nursing service; provides lectures, and demonstrates new procedures for nursing service; prepares and issues trainee manuals which describe duties and responsibilities of nursing personnel to be used as training guides in orientation, refresher, and other nursing education programs. Does other related duties as required.

Hours: 8:00am to 4:00pm Monday Tuesday, Thursday, and Friday
12pm to 8pm-Wednesday

This position is covered by the Centers for Medicare and Medicaid Services (CMS) Rule and Executive Order 283, requiring all employees to be fully vaccinated. To comply with that requirement, employees must provide proof of vaccination status. Please do not submit proof of vaccination at this time; instructions will be provided if an offer of employment results from this Notice of Vacancy.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree in Nursing or a Bachelor of Arts degree with a major in Nursing or a Bachelor of Science degree in Nursing Education.

EXPERIENCE: Three (3) years of nursing experience which shall have included nursing instruction.

NOTE: For applicants who do not possess the three (3) years of nursing experience, possession of a Master's degree in one (1) of the above mentioned areas may be substituted for one (1) year of the work experience.

LICENSE: Registration or eligibility for registration as a Professional Registered Nurse in the State of New Jersey. Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

IMPORTANT FILING INSTRUCTIONS



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If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PST.GPH@doh.nj.gov
- Mail the required documents to:
Melissa Ballard, Manager 2, Human Resources
Greystone Park Psychiatric Hospital
Reference Posting #543-24
New Jersey Department of Health
59 Koch Avenue
Morris Plains, NJ 07950-4400

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(SAME) Applicants:**

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at:

<https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov , or call CSC at (833) 691-0404.

PHEL Candidates:

If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.

Direct Client Care:

If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.

**New Jersey
First Act:**

In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.

Resume Note:

Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.