



**GENESEE/ORLEANS COUNCIL ON ALCOHOLISM AND SUBSTANCE ABUSE, INC.**

**JOB VACANCY**

**NURSE/RN**

**REPORTING RELATIONSHIP:** Under the direct supervision of the Program Supervisor.

**SUMMARY OF DUTIES:**

The nurse carries out specified direct service tasks as indicated in the job description criteria and assignments by supervisor. Nurse would plan and oversee all Dispensary services. Coordinate/oversee medication ordering, storage, destruction and maintenance of records. Keep accurate records of all medications dispensed and stored in accordance with all applicable local, state and federal laws and regulations. Serve as a liaison with other departments and with community health care providers as needed to coordinate the best possible client care. May work with jails around patients needing jail dispensed medication. Assure that dispensary is adequately staffed and secured at all times. Schedule Dispensary Nurses and provide back up as needed. Provide conflict resolution between Dispensary staff and patients when needed. Ensure strong staff team cohesion and collaboration. Coordinate referrals and treatment as needed with outpatient services. Required to keep up to date with federal and state regulations pertaining to RN and program licensures.

**QUALIFICATIONS:**

Bachelor's or Associates degree in Nursing. Prior nursing experience in mental health, chemical dependency or programs that serve those in need of addiction services. Prior experience in an Opioid Treatment program is highly desired. Computer literate with knowledge of electronic medical systems, as well as a high level of initiative in keeping current with technological change. Dependable, and able to work well under pressure, receptive to change, willingness to learn. Flexible team players, excellent attention to detail. Ability to establish and maintain effective working relationships with staff, clients, and outside contacts from a wide variety of ethnic, socioeconomic and cultural backgrounds; good diplomatic skills, including strong conflict resolution skills. Schedule flexibility will be important as GCASA Methadone program hours include weekdays, evenings, weekends and some holidays. Must be free of active addiction including tobacco. Pre-employment background/post offer drug screening required. Valid NYS driver's license and method of transportation required. This is a salaried nonexempt job.

**LOCATION:** 430 East Main Street, Batavia, NY 14020

**FOR MORE INFORMATION OR TO APPLY:**

Apply online with a cover letter and resume to:

GCASA, Attn: Human Resources

430 East Main Street

Batavia, NY 14020

Phone: 585-815-1801

Email: [kcorcoran@gcasa.org](mailto:kcorcoran@gcasa.org)

**POSTED:**

2/25/19

Genesee/Orleans Council-on Alcoholism and Substance Abuse does not discriminate on the basis of race, creed, color, national origin, sexual orientation, age, disability, or marital status as decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.