

UW HEALTH JOB DESCRIPTION

Nursing Program Specialist Magnet and Nursing Excellence

Job Code: 800032	FLSA Status: Exempt	Mgt. Approval: S. Brzozowski	Date: 01.2021
Department:		HR Approval: A. Phelps Revolinski	Date: 01.2021

JOB SUMMARY

The Nursing Program Specialist (NPS) for Magnet and Nursing Excellence, is responsible for coordinating enterprise-wide efforts related to professional nursing practice related to retaining Magnet recognition. Activities may include working with shared governance councils; developing workflows and processes to meet program needs; maintaining standards related to evidence based practices and best practices; and providing feedback and guidance for nursing and system leaders. The Nursing Program Specialist – Magnet and Nursing Excellence will identify, participate in, and lead various process improvement initiatives as well as support ongoing work. Under the direction of the Director for Magnet and Nursing Excellence, the Nursing Program Specialist Magnet and Nursing Excellence will also be assigned work based on the needs of nursing at UW Health.

MAJOR RESPONSIBILITIES

- Coordinate the ongoing Magnet recognition initiative, including, but not limited to, assessment of enterprise readiness; formulation and implementation of improvement strategies to meet the Magnet criteria; provide updates and information regarding Magnet throughout the enterprise on an ongoing basis; and management of the Magnet application process.
- Review relevant research, other literature, and best practices related to programs and develop work plans for program design, implementation, evaluation and maintenance.
- Serve on other relevant workgroups and committees and devise communication strategies to keep organization informed about program areas.
- Collaborate on and support other selected professional practice advancement initiatives, such as the nursing professional practice model, Nursing Clinical Advancement Program, peer review, and nursing care delivery model.
- Demonstrate expertise in the nursing process through participation in clinical programs and projects
- Evaluate program outcomes and role model professional nursing practice behaviors
- Plan and implement educational programming related to the programs and projects

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	<ul style="list-style-type: none"> • Bachelor's Degree in Nursing • Master's Degree in Nursing, Business or related healthcare field. Four years of leadership experience may be considered in lieu of Master's Degree.
	Preferred	
Work Experience	Minimum	<ul style="list-style-type: none"> • Three (3) years of recent nursing experience
	Preferred	<ul style="list-style-type: none"> • Experience in developing professional practice, clinical advancement and Magnet recognition programming
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> • Licensed as a Registered Nurse in the State of Wisconsin or equivalency.
	Preferred	<ul style="list-style-type: none"> • Certification in area of specialty or eligible for certification
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Effective leadership abilities, specifically the ability to lead without direct authority • Ability to quickly assimilate, assesses, and acts upon new concepts, trends, and initiatives. • Proficient with organizational and professional interrelationships, conflict resolution, and change concepts. • Ability to think systemically and understand the implications of policies and practices • Ability to use and implement process improvement tools and techniques. • Effective oral and written communication and human relation skills required – communicate and work with diverse constituencies, develop rapport with people at all levels of the organization, clearly communicate goals, objectives and progress • Effective analytical ability in order to develop and analyze options, recommend solutions to and solve complex problems and issues • Must be able to work independently and prioritize workload to complete projects with minimal direction • Must be energetic, forward-thinking with a positive and professional image

UW HEALTH JOB DESCRIPTION

- Proficient Microsoft Office programs such as Word, Excel, PowerPoint and Outlook
- Valid State of Wisconsin driver's license required. Must be willing to travel for meetings
- Knowledge of professional nursing practice elements, contemporary models of nursing, and knowledge regarding the Magnet Model is also essential.

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

X	Infants (Birth – 11 months)	X	Adolescent (13 – 19 years)
X	Toddlers (1 – 3 years)	X	Young Adult (20 – 40 years)
X	Preschool (4 – 5 years)	X	Middle Adult (41 – 65 years)
X	School Age (6 – 12 years)	X	Older Adult (Over 65 years)

JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
X Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight
Medium: Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
List any other physical requirements or bona fide occupational qualifications:			

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.