

**The Nevada System of Higher Education  
Position Announcement  
For  
Director, State Implementation Program (SIP)**

**Robert Wood Johnson Foundation  
Institute of Medicine's Future of Nursing: Campaign for Action**

The Nevada System of Higher Education (NSHE) invites applications for the grant funded position of **Director, State Implementation Program (SIP)**. This is a full-time, non-tenured, administrative position that reports to the Vice Chancellor of Health Sciences and is accountable to external constituencies. The position will be located at NSHE System Administration in Las Vegas, Nevada. The NSHE is comprised of eight institutions: Two universities, a state college, four community colleges and a research institute. The public system of higher education in Nevada serves over 100,000 students statewide.

NSHE partnered with the Governor's Workforce Investment Board's Health Care and Medical Services Sector Council and the Nevada Action Coalition (NAC), a group composed of health care organizations, business partners, state delegates, universities, colleges and community based organizations, to pursue a Robert Wood Johnson Foundation State Implementation Program (SIP) grant which is intended to foster the development of the Institute of Medicine's Future of Nursing Campaign for Action recommendations.

Among the primary job duties, the Director is charged with working with NAC representatives to help facilitate the development of the infrastructure necessary to support the NAC in its efforts to promote the Future of Nursing Campaign for Action recommendations.

The Director will also be responsible for working with public and private Nevada nursing and non-nursing stakeholders to develop and implement strategies for achieving the following outcomes outlined in the SIP grant proposal:

- 1) Implement nurse residency programs throughout the State of Nevada for new graduate nurses and for nurses returning to the workforce after a significant absence; and
- 2) Increase the proportion of nurses in Nevada with a baccalaureate degree to 80% by 2020

**SALARY:** \$83,000 (position is contingent upon grant funding)

**APPROXIMATE STARTING DATE:** February 1, 2014

**MINIMUM QUALIFICATIONS:** The successful applicant must have earned a Bachelor's degree from an accredited institution and be a Registered Nurse. A Nevada Nursing License is preferred. A minimum of five or more years of progressive leadership/management experience directly applicable to the position is required.

It is preferred the applicant has an understanding of the Institute of Medicine's Future of Nursing Campaign for Action, demonstrated experience with community outreach with nursing

and non-nursing stakeholders, promoting cultural diversity and sensitivity, nursing workforce development and grant management.

**GENERAL REQUIREMENTS:**

- Demonstrated ability to establish and maintain professionalism and effective relationships and partnerships with key stakeholders
- Strong Interpersonal communication, facilitation and presentation skills
- Excellent organizational skills with demonstrated ability to execute projects on time and on budget
- Ability to work effectively in a collaborative environment
- Demonstrated experience in leading and managing projects that are strategic in nature and national in scope
- Public relations or marketing skills
- Knowledge of labor force strategies
- Knowledge of health care workforce strategies

**KNOWLEDGE, SKILLS, AND ABILITIES:** Successful candidates must have basic knowledge, experience or exposure to the following minimum skills and abilities.

- Possess a strong customer service orientation in addition to a professional demeanor with highly developed interpersonal and oral communication skills
- Demonstrate strong grammar and written communication skills
- Strong organizational skills and attention to detail
- Strong analytical and problem solving skills in order to quickly evaluate accuracy of reports and predict the logical outcome of various choices

**RESPONSIBILITIES:** The duties of this position will include, but not be limited to, the following areas of responsibility.

- Facilitate, in coordination with the Executive Committee of the NAC, development of the infrastructure required to support progress on the IOM recommendations
- Manage completion of SIP grant deliverables
- Provide administrative management of the State Implementation Program including monthly, quarterly and annual reports
- Establish operating procedures for the SIP program ensuring procedures meet SIP goals.
- Oversee the SIP budget and account management including monthly reports in conjunction with the NSHE Director of System Sponsored Programs and EPSCoR Office
- Provide technical assistance and support to the NAC
- Serve as a liaison to the Governor's Workforce Investment Board's Health Care and Medical Services Sector Council
- Promote the development of partnerships and collaborative opportunities with key individual and corporate entities across the state
- Leads in statewide event planning efforts to present the work of the Nevada Action Coalition and as required by the State Implementation Program
- Network with local, state and national agencies to ensure future program development
- Collect and analyze program data, write reports/articles as required by SIP

- Explore and pursues opportunities for sustainable funding through grants and donations in partnership with the Nevada Action Coalition and larger stakeholder community
- Research and write funding proposals
- Other duties as assigned

**TO APPLY:** The application process will be handled through the Consensus on-line search process. Application materials must include a current resume, detailed cover letter, and names, addresses, and telephone numbers of three professional references willing to be contacted. Applicants should fully describe qualifications and experience since the initial review will serve to evaluate applicants based on documented, relevant qualifications and professional work experience. The review of materials will begin immediately. Materials should be addressed to Lori Mandracchio, Search Coordinator, and are to be submitted via on-line application at <http://system.nevada.edu/Careers/index.htm>. For assistance with NSHE's on-line applicant portal, contact Lori Mandracchio at (702) 889-8426 or [lori\\_mandracchio@nshe.nevada.edu](mailto:lori_mandracchio@nshe.nevada.edu).

**Application Deadline: The position will remain open until filled, however, preference will be given to those who apply by January 3, 2014.**

For more information about the Nevada System of Higher Education, please visit our website at [www.nevada.edu](http://www.nevada.edu). The Nevada System of Higher Education hires only United States citizens and aliens lawfully authorized to work in the U.S. The NSHE is an affirmative action, equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, age, creed, national origin, veteran status, physical or mental disability, genetic information, sexual orientation, gender identity or gender expression.