

# NORTHWELL HEALTH

## HUNTINGTON

### JOB DESCRIPTION

**JOB TITLE** : **Position Description Director, Magnet Program**

**DEPARTMENT** : Nursing Education 1.0FTE 8AM-4PM

**REPORTS TO** : Susan Knoepffler, MPA, BSN, RN, NE-BC  
Vice President for Nursing & CNO

<b>POSITION SUMMARY</b>	Job Summary Collaborates with Nursing leadership in attaining and maintaining Magnet designation. Ensures materials and projects are developed and implemented within appropriate time frames. Job Responsibilities
<b>RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• Plans, coordinates and evaluates the attainment of subsequent recertification; works to align strategic plan; develops and leads multidisciplinary teams to execute plan.<ul style="list-style-type: none"><li>• Develops and maintains systems for tracking and evaluating; performs analysis to establish a baseline measurement in relation to principles and standards.</li><li>• Identifies gaps and collaborates with nursing leadership to formulate a plan to eliminate gaps and deficiencies.</li><li>• Collaborates with nursing leadership and staff nurses to identify opportunities for improvement in meeting full compliance with the regulatory agencies.</li><li>• Establishes a timeline for each step of the Magnet designation and re-designation process; ensures deadlines are achieved.</li><li>• Ensures data collection and analysis related to designation.</li></ul></li><li>• Collaborates with clinical and nonclinical department heads to cultivate consistent and effective communication.<ul style="list-style-type: none"><li>• Ensures fluency and clarity of all developed content.</li><li>• Ensures consistency in presentation of written materials and other standardized content.</li><li>• Performs related duties as required. All responsibilities noted here are considered essential functions of the job under the Americans with Disabilities Act. Duties not mentioned here but considered related are not essential functions.</li></ul></li></ul>
<b>REQUIRED EXPERIENCE AND QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• Master's Degree in Nursing or related field required. Bachelors or Masters must be in Nursing.<ul style="list-style-type: none"><li>• Current License to practice as a Registered Professional Nurse in New York State required, plus specialized certifications as needed.</li></ul></li></ul>

ASSISTANT MANAGER, NURSE

	<ul style="list-style-type: none"><li>• 8-12 years of relevant experience and 7+ years of leadership / management experience, required. Requirement Summary Job Profile Requirements LIC - NYS Registered Nurse (RNLIC)</li></ul>
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**Department Head Signature**

**Date**

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**Human Resources Signature**

**Date**