

## TEXAS BOARD OF NURSING JOB VACANCY ANNOUNCEMENT

To apply, please complete a State of Texas Application at [www.workintexas.com](http://www.workintexas.com)

Job Title	Nurse III (Nursing Consultant, Practice)	Closing Date	Until Filled
Reports To	Nurse IV (Lead Consultant, Practice)	Posting Number	BON 20-8
Salary Group	B23, \$5,500 to \$6,100 per month	Schedule	Full Time
Insurance Waiting Period	60 days from start date	Travel	Must be willing to travel within the State of Texas

### Military Crosswalk

Army	66B, 66C, 66E, 66F, 66G, 66H, 66P, 66R, 66S, 66T, 66W	Navy	290X
Air Force	46AX, 46FX, 46NX, 46PX, 46SX, 46YX	Marines	
Coast Guard			

### General Description

The Nurse III Nursing Consultant for Practice performs highly advanced consultative and administrative work for the Texas Board of Nursing. Under the direction of the Team Leader for Practice and the Director of Nursing, assists in interpreting the NPA, rules, and other applicable laws to the public, prepares reports to the Board, and assists with development and/or revision of position statements, guidelines, interpretive statements, and internal policies and procedures related to nursing practice and continuing education. Assists with conducting Board workshops across the state as well as development of educational materials for on-line use. The Nursing Consultant for Practice also serves as a resource to Enforcement and Legal staff on practice-related investigations, and may be required to provide testimony as an expert witness on the NPA, Rules, Disciplinary Sanction Policies, and the minimum standard of care in relation to Enforcement cases before the State Office of Administrative Hearings, or in other legal proceedings where such consultation is needed. Works under minimal supervision with latitude for use of initiative and judgment.

### Duties and Responsibilities

Conducts and/or assists with presentation of workshops and other educational offerings on behalf of BON. Able to conduct needs assessments for workshops/programs if needed. Able to assist with workshop planning process, as necessary, including annual schedule and applicable time-management issues, budget, host facility arrangements, handout materials and marketing brochures and printing of same, travel arrangements for staff, coordination of necessary items for pre-registration (including walk-in registrants), maintenance of participant databases, and obtain approval for continuing education provider ship for workshops; Able to operate equipment necessary for workshop activities (on-site and/or on-line). Prepare scripts for scheduled workshops, congruent with current statutes, rules, and Board positions that utilize principles of adult teaching/learning. Assists with delivery and presentation of workshops; makes individual public presentations as assigned. Evaluates outcomes of each workshop and uses information to make recommendations and/or changes to future presentations. Interprets the Nursing Practice Act and Rules in response to requests regarding nursing practice issues. Responds knowledgeably and respectfully to phone calls and written correspondence concerning nursing practice issues. Confers with individuals and groups to assure the accurate interpretation of the Nursing Practice Act, Board rules, policies and trends in nursing practice. Maintains self-development in awareness of national, state and regional health care issues that impact nursing practice. Identifies trends or issues that impact nursing practice and utilizes established chain of command to initiate appropriate agency response to issues. Prepares and Maintains Reports and Records. Assists in development, maintenance, and revisions of department policies and procedures. Prepares and presents reports to the Board Assists with development and preparation of agency reports to Board and other relevant parties. Organizes and maintains files and materials related to nursing practice issues, legislative materials, committees and other work products. Maintains all files and records in readable, easily accessed manner Prepares and contributes reports and articles to BON Bulletin as scheduled; maintains newsletter files for readily accessed references on Board activities. Coordinates agency legislative review of laws and regulations affecting nursing education, licensure and practice. Establishes a tracking system of legislative bills during state legislative session. Coordinates activities of agency staff and groups in tracking and analyzing relevant legislation. Prepares reports and summaries for staff and the Board regarding the impact of legislation. Monitors state and national health care

<b>Knowledge, Skills and Abilities</b>
A broad concept of nursing profession and the ability to interpret the role of nursing in society correctly. Comprehensive
<b>Education and Experience Requirements</b>
This position requires broad experience in various types of professional nursing positions with at least three years in patient care. Minimum of a BSN from a professional nursing program approved by the State of Texas or the State from which the school was located and actively enrolled in an approved or accredited MSN program and working towards an MSN. Unencumbered and current licensure as a registered nurse in Texas, or eligible for licensure. Masters degree in nursing preferred.
<b>Environment/Physical Conditions</b>
This position is based in our downtown office in Austin, Texas. The work for this position will be primarily performed in this downtown office location, but occasional travel may be required. Work typically takes place in an environmentally controlled office setting.
<b>How To Apply</b>
Please go to the agency website at <a href="http://www.bon.texas.gov">www.bon.texas.gov</a> for a job description. The state job application is available at the Work in Texas job Bank at <a href="http://www.WorkInTexas.com">www.WorkInTexas.com</a> . Applications are accepted via email or regular mail to the addresses above. Selected applicants will be notified as to further instructions regarding interviews. If an accommodation is needed, please call Steve Zimmerman at (512)305-6880 (Voice) or 1-800-RELAY-TX (TDD).
The Texas Board of Nursing is an Equal Employment Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, genetic information, or status as an individual with a disability or protected veteran in its hiring and recruitment process. Veterans' and former foster youth employment preferences are granted as required by law.