

# Market Range Detail - Nursing Administrator

## Effective Date

November 19, 2007

## Market Range Title Description

Positions in this market range title are responsible to provide management leadership and supervision to multiple clinic and/or program areas.

### DISTINGUISHING CHARACTERISTICS

Positions in this market range title are distinguished from the Nursing Managers in that the former is responsible for oversight of multiple clinic and/or program areas. Positions in this market range title are further distinguished from Nursing Director in that the latter is the top nursing position in the organization with oversight of all nursing functions.

- Through subordinate managers, responsible for staffing and administration of multiple nursing units, supervising the caliber of treatment and care of the patients.
- Conduct and facilitate research activities and integrate findings to improve health care practices and systems delivery.
- Determine, organize and prioritize operational goals and objectives.
- Develop, implement and evaluate strategic and operational plans to improve health care delivery systems.
- Plan, develop, implement and evaluate new processes, systems, quality improvements, policies and procedures.
- Collaborate with healthcare professionals and paraprofessionals to resolve complex clinical and administrative issues.
- Provide fiscal resource management oversight for clinical operations including projecting and prioritizing resource needs, establishing staffing requirements, identifying capital requirements, preparing budget documents and analyzing expenditures to maintain cost-effective practices.
- Oversee development and management of staff including hiring, training and performance management

## Market Range

Minimum Hourly Rate	Midpoint / Hiring Maximum	Maximum Hourly Rate
\$41.72	\$52.16	\$62.59

## Likely Minimum Qualifications

- Bachelor's degree in Nursing Administration, Health Administration, Business Administration, Public Administration or a related field.
- Graduate of an accredited nursing program.
- Six years of professional nursing experience including 2 years of experience in health care administration, leadership and supervisory duties.
- Valid unrestricted license as a Registered Nurse issued by the Arizona Board of Nursing.

## Working Titles

- Nursing Manager

### Glossary:

**Market Range Title:** Broad grouping of related positions with like job responsibilities and qualifications. Market Range Titles typically include positions ranging from entry level to senior/lead level unless indicated otherwise.

**Effective date:** The date the salary range was implemented for use.

**Market Range Title Description:** Broad description of sample job duties and responsibilities of positions included in the Market Range Title. Each position included in a Market Range Title also has a job description that is specific to the department. Departments are responsible for writing and maintaining job descriptions for positions in their department. Employee Compensation is responsible for writing and maintaining Market Range Title Descriptions.

**Likely Minimum Qualifications:** Typical minimum qualifications for positions assigned to the Market Range Title. Because a broad group of jobs in different departments are included in a Market Range Title, minimum and preferred qualifications may vary slightly depending on the area of assignment.

**Market Range:** The minimum, midpoint, and maximum salary points for all positions included in the Market Range Title.

**Hiring Range:** The hiring range for all positions is ordinarily the minimum of the market range to the midpoint. The use of a different hiring range must be approved by Employee Compensation. Departments should use a hiring range that is within their funding capabilities and are required to comply with the County's Funded Position Policy ensuring that applicants are extended a rate that is supported by the department's budget.

**Working Title:** The specific title used by a department to identify a position within their organizational structure. Use of working titles is flexible and aimed to assist departments in identifying the unique functions and responsibilities of each position and is representative of the assigned Market Range Title. Ordinarily, supervisory and/or managerial titles should not be used for positions not assigned to a supervisory and/or manager Market Range Title.