



COVENANT HEALTH

*Our Name is Our Promise*

## COVENANT HEALTH POSITION OPENINGS BY SITE

**COVENANT HEALTH, INC.**

**Tewksbury, MA**

[www.covenanthealth.net](http://www.covenanthealth.net)

Interested Candidates, please submit your resume to:

<http://www.healthcaresource.com/covenanthealth>

*Covenant Health, Inc. is an EO/AA employer. Women and minorities are encouraged to apply.*

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**CAMPION HEALTH CENTER**

**Weston, MA**

<http://www.campionhealthcenter.org/>

***Interested and qualified candidates, please submit your resume to:***

Cheryl Wright

Human Resources Specialist

[cwright@campioncenter.org](mailto:cwright@campioncenter.org)

### **ASSISTANT DIRECTOR OF NURSING**

We are seeking an Assistant Director of Nursing to join the nursing leadership at Campion Health & Wellness, to bring educational, supervisory and M.D.S./M.M.Q. competencies in support of an exceptional and developing Health & Wellness continuum of care. We are Campion Health & Wellness; part of a dynamic Jesuit community and we serve the infirmed and senior members of the Society of Jesus. Our 70-bed, CMS Five-star facility maintains exceptional staff to resident ratios.

For 41 years, the Society of Jesus (the "Jesuits") has owned and operated a proprietary, nationally-recognized, fully-licensed skilled nursing and rest home facility at Campion Center. We are presently strategically-planning to increase our SNF beds, develop a dedicated memory care unit and reduce the number of our RH beds. We are also ambitiously looking to increase progressive education incentives for our present nursing staff, and to develop academic and research relationships with nursing degree granting institutions of higher learning.

As a member of an accomplished and committed team of professionals, you will work closely with the Director of Nursing Home to ensure policies and procedures meet the highest nursing standards of patient care.

The Assistant Director of Nursing will:

- work collaboratively with the Director of Nursing to implement the strategic vision of Campion Center, and in particular, its Health & Wellness Center.
- be an effective educator: with residents, licensed and unlicensed employees, other colleagues and with family members; externally, with Jesuits referral sources, academic & research partners.
- provide effective managerial and leadership to nursing department personnel including supervision of the M.D.S./M.M.Q. Coordinator.

- be expected to drive achievements in the following areas: (a) clinical quality; (b) service to residents; (c) resident safety/satisfaction; (d) professional development and educational advancement of nursing workforce; (e) building external clinical, education and research partnerships.
- be responsible for interviewing, hiring, retaining and training professional staff; planning, assigning, coordinating and directing work; providing formative and summative performance assessments; addressing complaints and resolving care issues.

Ready to accept nursing assignment as required.

#### JOB REQUIREMENTS & QUALIFICATIONS

Minimum BSN; preferred Master's (MSN).

Registered Nurse license in good standing, per regulations of the Commonwealth of Massachusetts.

Three to five years of successful experience in geriatric long-term care.

Previous demonstrated management/supervisory experience desired.

Knowledgeable of standards of care and practices applicable to the delivery of geriatric services, complex medical conditions, memory care, and multiple medical diagnoses, including preventive measures, rehabilitation and promoting independence.

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#### FALL RIVER JEWISH HOME

Fall River, MA

<http://fallriverjewishhome.org/>

Please visit [www.fallriverjewishhome.org](http://www.fallriverjewishhome.org) for career opportunities.

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#### MARISTHILL NURSING & REHABILITATION CENTER

Waltham, MA 02453-6063

<http://www.maristhill.org>

***Interested and qualified candidates, please submit your resume to:***

[careers@covenanthealth.net](mailto:careers@covenanthealth.net)

Covenant Health is seeking an experienced Business Office Manager. In this role you would be responsible for maximizing cash flow through efficient billing and collection processes and managing all aspects of the facility's billing and accounts receivable functions in accordance with established policies and procedures.

The successful candidate will have at least five (5) years of experience working in a post-acute care billing office and must be fully competent in all aspects of business office management for skilled nursing facilities. This includes, but is not limited to, a working knowledge of:

- Medicare A & B billing regulations, billing requirements and the claims appeal process.
- Managed Care Billing and familiarity of LTC Contracts and billing requirements
- Federal and State SNF Regulations. Not limited to but including, quarterly reporting, annual reporting.

Maristhill is a Catholic, not-for-profit, 104 bed skilled nursing facility with a reputation for excellence in long-term care. We are committed to the health of the individuals and communities we serve and strive to offer a continuum of high-quality care.

*Maristhill is an EO/AA employer. Women and minorities are encouraged to apply.*

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**MARY IMMACULATE HEALTH/CARE SERVICES**

Lawrence, MA

<http://www.mihcs.com/>

Leah Doherty PHR, Director Human Resources

To View Current Openings and to apply, please visit <http://www.mihcs.com/careers>

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**MOUNT ST. RITA**

Cumberland, RI

*Interested and qualified candidates, please submit your resume to:*

Jen Mercurio

Human Resources Director

[JMercurio@sjmbrockton.com](mailto:JMercurio@sjmbrockton.com)

**C.N.A.**

Full time shifts: 3p to 11p

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**PENACOOK PLACE**

Haverhill, MA 01830

*Interested candidates should send resume to:*

*Karen Tarzia, Director of Human Resources*

[ktarzia@penacookplace.org](mailto:ktarzia@penacookplace.org)

**Medical Records Coordinator**

Penacook Place is a member of Covenant Health, a not for profit Skilled Nursing and Rehab facility serving the Greater Haverhill area for more than 50 years.

Penacook Place has an opening for a fulltime (30 hrs. M-Th) Medical Records Coordinator. High school diploma required with an Associate degree in Medical Records Technology preferred. One year experience in medical records and ICD-10 coding required. Experience in long term care and knowledge of DPH regulatory compliance a plus. The successful candidate will have accuracy in performance of duties, be detail oriented and organized. Benefits include group health, vision, dental insurance and a generous Earned Time Off program.

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**REGINA CLERI**  
**60 William Cardinal O'Connell Way**  
**Boston, MA 02114**

Please email resume to:  
[amalia\\_dorfman@reginacleri.org](mailto:amalia_dorfman@reginacleri.org)

**R.N. – FULL TIME (32 hours)**

Our long-term care center is a mission driven leader in skilled nursing that believes in caring for a lifetime. Our staff is committed to living this mission through providing kind, competent, and compassionate service to those entrusted to our care. We have an immediate need for a **Registered Nurse** with long term care experience.

**Required Qualifications:**

- Nursing Degree or a graduate of an approved R.N. program
- Current MA license
- Minimum of one-year experience as a R.N. in Long-Term Care of Skilled Nursing Facility
- Ability to communicate effectively, great assessment skills, superior customer service and the desire to be part of a dynamic team

**Required Education:**

- Bachelor's

**Required Experience:**

- Nursing: One year
- Long Term Care: One year

**Required licenses or certifications:**

- CPR
- Registered Nurse (R.N.)

We invite you to make a difference in the lives of our residents who represent a Lifetime of Memories, a Lifetime of Care, and a Lifetime of Love.

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**ST. ANDRE HEALTH CARE FACILITY**  
**Biddeford, ME**

Please email resume to:  
Joseph Seger at [jseger@standre.org](mailto:jseger@standre.org)

**DIRECTOR OF NURSING SERVICES**

**Position Summary**

The Director of Nursing plans, organizes, develops, and directs the overall operation of the Nursing department to ensure the highest degree of quality patient care in accordance with current Federal, State Regulations, Standards of Practice, Legal statutes and Policies to ensure that the highest degree of person-centered quality care is maintained at all times.

**Education, Experience, and Licensure Requirements**

- Must be a licensed Registered Nurse in the State of Maine.
- Must have a Bachelors of Nursing and/or equivalent years of experience.
- Must have a minimum of 3 to 5 years of Registered Nurse experience.
- Must be able to write the English language in a legible and understandable manner.

- Ability to operate basic office machines and computer software.
- Must possess the ability to deal tactfully with personnel, residents, family members, visitors, and the general public.
- Must possess the ability and willingness to work harmoniously with professional and non-professional personnel.
- Must be willing to seek out new methods and principals and be willing to incorporate them into existing practices.

### **Specific Job Requirements**

- Plan, develop, organize, implement, evaluate and direct clinical services in accordance with the facility polices, rules, regulations, standards of practice and Infection control standards.
- Development and revision of policies and procedures pertinent to facility clinical operations.
- Develop clinical service department-specific goals and strategies.
- Facilitate the Process Improvement Committee.
- Coordination resident/patient services with other departments.
- Perform Administrative duties in the absence of the Administrator.
- Responsible for ongoing process improvement for the clinical service department.
- Prepare, implement and maintain the departmental budget as approved by the Controller and the Administrator.
- Serve on, participate in and attend various committees of the facility as required and appointed by the Administrator.
- Supervise and develop clinical service personnel.
- Monitor outcomes and initiate timely, prioritized improvement processes.
- Respond to staff and customer concerns in a thorough, proactive and timely manner.
- Facilitate patient /resident care using a person-centered approach
- Maintain excellent working relationships with all disciplines
- Recruitment, hiring and retention of qualified clinical service personnel
- Ensure sufficient number of staff to provide quality care and in accordance with regulation.
- Monitor absenteeism and address concerns in a timely manner.
- Coordinate and oversee completion of performance evaluations for the clinical service department.
- Ensure Nursing Licenses, RD license, staff credentials and competencies are current.
- Perform disciplinary action when appropriate.

### **Job Type: Full-time**

### **MEMORY CARE UNIT MANAGER**

The primary purpose of your job position is plan, organize, develop, direct and monitor the overall operations of the Nursing Unit. These responsibilities are to be conducted in accordance with current Federal, State Regulations, Standards of Practice, Legal statutes and Policies to ensure that the highest degree of person-centered quality care is maintained at all times.

### ***KNOWLEDGE, SKILLS AND ABILITY***

- Must be a licensed Registered Nurse in the State of Maine.
- A minimum of 3 to 5 years of Licensed Nurse and Manager Experience preferred.
- Must be able to write the English language in a legible and understandable manner.
- Ability to operate basic office machines and computer software.
- Must possess the ability to deal tactfully with personnel, residents, family members, visitors, and the general public.
- Must possess the ability and willingness to work harmoniously with professional and non-professional personnel.
- Must be willing to seek out new methods and principals and be willing to incorporate them into existing practices.
- Must maintain CPR certification

- As St. Andre highly values a process improvement culture, must be willing to seek out new methods and principals and be willing to incorporate them into existing practices.

**Job Type: Full-time**

**R.N./L.P.N.**

- Full and part time, 7p-7a

**C.N.A.**

- Full and part time, 6a-2:30p, 7a-3p, 11p-7a, 2p-10p, and/or 3p-11p

**DIETARY AIDE**

- Full time, part time, and per diem

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**ST. JOSEPH HEALTHCARE**  
**Bangor, ME**  
[www.stjoeshealing.org](http://www.stjoeshealing.org)

At St. Joseph in Bangor, a member of Covenant Health, we believe in providing our employees with a place to grow professionally and personally in an environment that is both challenging and rewarding. We seek to recruit and retain outstanding candidates for each position within our organization, and we view all of our dedicated employees as a living embodiment of our healing Mission. If you are interested in becoming a part of our Mission, please consider a career at St. Joseph in Bangor.

Please visit <http://www.stjoeshealing.org/careers/careers-volunteering> for career opportunities.

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**ST. JOSEPH MANOR**  
**Brockton, MA**  
<http://sjmbrockton.com/>

***Interested and qualified candidates, please submit your resume to:***

Jen Mercurio  
Human Resources Director  
[JMercurio@sjmbrockton.com](mailto:JMercurio@sjmbrockton.com)

**C.N.A.**

- Full time shifts: 7a-3p, 3p-11p, or 11p-7a

*St. Joseph Manor is an EO/AA employer.*

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**ST. JOSEPH'S REHABILITATION & RESIDENCE**

Portland, ME

<http://sjr-me.com/>

*Interested and qualified candidates, please submit your resume to:*  
[jdahms@sjm-me.org](mailto:jdahms@sjm-me.org), or call (207) 797-0600 for more information

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**ST. MARY HEALTH CARE CENTER**

Worcester, MA

<http://www.stmaryhc.com/>

*Interested and qualified candidates, please submit your resume to:*  
St. Mary Health Care  
Tel: 508-753-4791; Fax: 508-753-4375

**NURSING SUPERVISOR**

- Per diem

**REGISTERED NURSE (R.N.)**

- Full-time, part-time, per diem, all shifts

**CERTIFIED NURSING ASSISTANTS (C.N.A.)**

- Full-time, part-time, and per diem with sign-on bonus (all shifts)

**ACTIVITY ASSISTANT**

- Per diem, 4p-7p, includes weekends
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**ST. MARY'S HEALTH SYSTEM**

Lewiston, ME

[www.stmarysmaine.com](http://www.stmarysmaine.com)

At St. Mary's Health System, a member of Covenant Health, we believe in providing our employees with opportunities that fulfill the spirit and challenge the mind. Our services are comprehensive. Our staff is the very best in the field. Our technology is state-of-the-art. Our mission is to care for the people in the community with compassion and respect. We hope you'll join us.

*Interested and qualified candidates, please submit your resume to:*  
<http://www.healthcaresource.com/covenanthealth>

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**ST. MARY'S VILLA**  
**Moscow, PA**  
[www.stmarysvilla.com](http://www.stmarysvilla.com)

*Interested and qualified candidates, please submit your resume to:*

Karen Romanini  
[kromanini@stmarysvilla.com](mailto:kromanini@stmarysvilla.com)

**LPN**

- Part Time Position
- 3:00 pm – 11:00 pm

**CNA's**

- Full and Part Time Positions
- ALL SHIFTS

**PERSONAL CARE ATTENDANTS**

- Part Time Positions
- ALL SHIFTS

**Dietary Aides**

- Part Time Positions
- 4:30 pm -7:30 pm

Join a team committed to genuine nursing care while maintaining our mission and core values. Salary based on experience. We offer medical, dental, vision, matching pension plan and generous paid time off.

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**YOUVILLE HOUSE/YOUVILLE PLACE**  
**Cambridge/Lexington**  
<http://youvilleassistedliving.org/>

***Interested and qualified candidates, please submit your resume to:***

Thomas Landry, Director of Human Resources  
[careers@youvillehouse.org](mailto:careers@youvillehouse.org)

**YOUVILLE HOUSE**

Youville House Assisted Living Residence is part of a 200-year legacy of care and service. We are a non-profit, mission driven organization and a member of Covenant Health, Inc. Located in the heart of Cambridge, MA; we offer traditional assisted living services to 71 residents, as well as a special care memory program for 28 residents.

**Dining Room Manager (Full-Time)**

Youville House is looking for a kind, caring, and compassionate individual to help lead the Youville Wait Staff.

The typical hours will be Tuesday thru Saturday 11:00am-7:30pm. This position is a Full-Time benefit eligible position.

Your responsibilities for this role are:

- Supervise all procedures in dining room including turn over for meals
- Develop check lists for efficient and effective completion of tasks
- Report all potential problems, hazards, or incidents to Director of Dining Services
- Seat residents and guests
- Assist, support and council staff as needed in a professional manner
- Record resident meals, trays, and guests daily and forward to receptionist noting residents who were absent from dining room
- Address residents' concerns with timeliness; communicating with dining staff, Chef Manager and Dining Service Director.
- Ensure continuous and seamless operation of FOH and BOH; maintaining quality of food and service to the residents, family members and staff at all-time particularly, in the absence of the Chef Manager

**Wait Staff (Per Diem)**

Youville Place is looking for kind, caring, and compassionate individuals to become a part of the team.

We are looking to fill Per Diem Wait Staff positions that will cover days off, and sick days.

These individuals will provide great customer service to our residents, and families.

All interested applicants will be available to work some holidays and weekends. The typical hours will be 6:00am - 2:30pm, or 11:00am-7:30pm.

**Driver (Full-Time)**

Do you enjoy working with older adults? Would you like to be a part of a dynamic team, providing stellar customer service as the driver for a small, residential community?

The Youville House Assisted Living Residence in Cambridge is seeking a friendly, customer service professional to become a part of its exceptional team.

The Driver position is Monday thru Friday 8:00am - 2:30pm with some flexibility for earlier and later rides. This is a Full-Time benefit eligible position.

The successful candidate is flexible and accommodating, and able to work occasional holidays, weekends, and snow emergencies. This position is ideal for someone who enjoys working with people in a customer service capacity.

Some driving experience is preferred. An excellent driving record and current MA driver's license is required.

### **Resident Care Assistant (Per Diem)**

As a Resident Care Assistant, you will provide help with essential daily tasks, such as bathing, grooming, and dressing of residents in our assisted living facility.

*Interested candidates should submit a cover letter and resume, along with salary requirements for consideration.*

### **YOUVILLE PLACE**

Youville Place Assisted Living Residence is part of a 200-year legacy of care and service. We are a non-profit, mission driven organization and a member of Covenant Health, Inc. Located in the heart of Lexington, MA; we offer traditional assisted living services to 71 residents, as well as a special care memory program for 28 residents.

### **Nurse Manager Courtyard (Full-Time)**

Are you looking to make a difference! Youville Place is looking for an experienced Nurse that enjoys working with older adults in a fun and friendly atmosphere.

This is a Full-Time benefit eligible position working Monday thru Friday 3:00pm - 11:30pm in an Assisted Living, with a memory support unit.

### **Life Enrichment Coordinator (Full-Time)**

Are you a creative thinker? Do you have a passion for working with older adults with Alzheimer's and Dementia? Is it important to you to make a difference? Can you multi-task, handle a fast paced environment and think on your feet?

Youville Place Assisted Living Residence, in Lexington, is seeking a Life Enrichment Coordinator for their Memory Care Residence.

This dynamic team member will be responsible for coordinating, implementing, and evaluating programs under the direction of the Director of Programs. He/she will coordinate and support the calendar of resident programs and coordinate responsibilities relating to other programs team members such as the programs assistant.

He/she will play a critical role in supporting Youville residents by establishing a creative environment for learning, participating in community outreach activities and staying active and healthy.

This position is a 40-hrs a week benefit eligible position, working every other weekend. In addition, some early evenings and holidays will be required.

### **Dining Room Manager (Full-Time)**

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Your responsibilities for this role are:

- Supervise all procedures in dining room including turn over for meals
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We are looking to fill Per Diem Wait Staff positions that will cover days off, and sick days. These individuals will provide great customer service to our residents, and families.

All interested applicants will be available to work some holidays and weekends. The typical hours will be 6:00am-2:30pm, or 11:00am-7:30pm.

***Interested candidates should submit a cover letter and resume, along with salary requirements to for consideration.***

All candidates subject to a criminal history check.

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