

## Licensed Practical Nurse (LPN)

Hampton University is seeking a Licensed Practical Nurse to provide in-person and telehealth medical care to students at the Health Center. The LPN works collaboratively with the health team to provide comprehensive and age appropriate care to well and ill patients. The LPN reports to the Registered Nurse and performs duties related to care of the student population as directed. Scheduled hours are Monday – Friday; 9:00 AM- 6:00 PM and on call as scheduled.

### **Duties and Responsibilities**

- Provides outpatient primary care services for episodic illnesses, health maintenance and wellness screenings
- Follows appropriate care/treatment plans as ordered by the provider
- Consistently develops effective care/treatment plan for assigned patients according to established protocols and procedures
- Documents patient's medical information and maintains electronic medical records
- Schedules consultation or referral appointments with other health care providers
- Dispenses medications as ordered by the provider
- Provides information to provider regarding patient's care plan and condition
- Regularly confers and consults with appropriate supervisor as indicated
- Educates, instructs, and counsels patients on presenting health problems, treatment plans, and home care, and encourages and promotes preventative health care and positive health behaviors as instructed by the provider

### **Requirements**

- Excellent interpersonal and organizational skills
- Strong verbal and written communication skills
- Must be compassionate and personable with an interest in college health
- Ability to communicate effectively with patients and other medical staff
- Must possess skills, self-confidence, and ability to remain calm in stressful situations
- Ability to triage mental health issues and work closely with colleagues in the Student Counseling Center
- Ability to multitask, triage health problems, and respond effectively to medical emergencies
- Excellent analytical and critical thinking skills
- Exceptional active listening skills
- Data entry skills a must
- Must work on call after-hours and weekends as scheduled

### **Qualifications**

- Must have Practical Nursing Diploma from an accredited nursing school
- Must have a current license to practice as an LPN in the Commonwealth of Virginia
- Must have the necessary certification
- 2-4 years of clinical work experience

### **How to Apply**

Please submit a cover letter, resume, and a completed Application for Educational Support Staff Employment either in person, via email at [HROffice@hamptonu.edu](mailto:HROffice@hamptonu.edu), or fax to (757) 727-5969:

Office of Human Resources  
Hampton University  
Hampton, VA 23668

**\*\*No phone calls**

**\*\*Incomplete applications will not be considered**

### **Forms:**

Visit [Human Resources – Hampton University Human Resources](#) to retrieve the educational support staff employment application and other supplemental application materials.