Advice for New Graduate Nurses

The National League for Nursing and the National Student Nurse Association have published a brochure titled, "Your First Position in Nursing. Realities of the Current Job Market," which is full of helpful information. Here are a few tips for the new graduate who is looking for a job:

**Plan ahead.** Don't wait until you graduate or take boards to take action toward finding a job. Working as a certified nursing assistant (CNA) while you are in school can give you valuable experience and expose you to people who might be valuable to you later on when you are searching for a job, especially if you make a favorable impression. While still in school, look for internships and externships that may lead to future employment. If you do get a position as a CNA, intern, or extern, try to find a mentor and cultivate that relationship.

Before you graduate, take advantage of any services offered by your school's career center. Take the NCLEX as soon as you can. You won't be considered without passing it. Get your resume in order and don't neglect to portray your specific skillset. Make sure your resume is tailored to the job you are seeking.

**Hunt efficiently.** New positions are usually posted first on hospital or agency Websites. Don't neglect newspapers and nursing publications. Attend job fairs in your area, and expand your area to include cities and counties further afield. The job situation can be very different across state lines and in rural vs urban areas.

**Align your expectations with reality.** Depending on where you live, you might have to consider jobs other than your preferred "dream job" in the hospital. Don't discount positions in primary care, ambulatory care, rehabilitation, or home health. Look at the Veteran's Administration facilities in your area.

Be flexible about location and shifts -- and don't ask "how long will it be before I get on days?" Jackson has observed that, as a consequence of the economic downturn, fewer new graduates come into interviews these days with completely unrealistic expectations about the type of position they can get.


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**Broaden your Horizons**

During the economic downturn, you may need to consider other opportunities. Particularly if you are a new grad without experience, you may need to consider relocating, at least until you've gained some experience. If major metropolitan areas don't have many opportunities, try your luck in smaller towns or rural areas. Or you may need to go into a less popular specialty or shift or a non-hospital setting, such as long-term care, rehabilitation, community health, or a dialysis clinic. Consider joining the armed forces: the Army, Navy, and Air Force offer nurses attractive benefits, travel opportunities, and advancement possibilities. You could also choose to serve military veterans as a nurse for the Veterans Health Administration or to work for the U.S. Public Health Service, Indian Health Service, or American Red Cross.

OBJECTIVE
Seeking Registered Nurse Position at Memorial Hospital

CORE COMPETENCIES
Communication Skills: Interviewed and assessed patients in timely manner; advised incoming shift of pertinent patient information; advocated with doctors for patient's needs.

Leadership Skills: Received Memorial's Above and Beyond Award 4 times in last four years; presided over Home and School Association for 3 years; recognized for excellence in collegiate volleyball through various awards and scholarship.

Organizational Skills: Designed worksheet for patient care assistants to use for patient care; arranged for 160+ middle school students to volunteer at various agencies within South Bend community; coordinated 4 fundraising events which brought in $100,000+ to St Joseph Grade School.

EDUCATION
Associates Degree in Nursing, May 2008
Bethel College, Mishawaka, Indiana
GPA: 3.5 Dean's List: 3 semesters

Business and Accounting Major, August 1982 - May 1984
Southwestern Michigan College, Dowagiac, Michigan

CLINICAL EXPERIENCE
Pediatrics, Elkhart General Hospital, Spring 2008

Maternity, Elkhart General Hospital, Fall 2007

Medical-Surgical, Goshen Hospital, Fall 2007

Psychiatric, Elkhart General Hospital, Fall 2007

Fundamentals, St. Joseph Regional Medical Center, South Bend

PROFESSIONAL EXPERIENCE
Memorial Hospital, South Bend, Indiana, February 2004 - Present
Patient Care Assistant in Medical Surgical Unit
• Collaborated with 2-3 registered nurses on day shift to provide safe and expected care of 8 patients with prompt response to patient needs
• Trained new patient care assistants to focus on detail, communication, organization, time management for safe, and holistic care of patients
• Documented patient care using computerized charting

WORK EXPERIENCE
Saint Joseph Grade School, Mishawaka, Indiana, August 2000 - June 2004
Extended Day Kindergarten Teacher
Primary Teacher Assistant

Camelot Community Care Center, South Bend, Indiana, April 1999 - March 2003
Therapeutic Foster Parent

VOLUNTEER EXPERIENCE
Saint Joseph Grade School, Mishawaka, Indiana, August 1997 - June 2004
Teens Making a Difference, Coordinator, September 2003 - June 2005

Home and School Association, President, June 2001 - August 2003

Operation Blessings, Coordinator, December 2002 - June 2003

Athletic Association, Secretary, June 1999 - June 2001

AWARDS
Memorial Hospital's Above and Beyond Recipient

Memorial Hospital's RICE (Respect, Integrity, Compassion, Empathy) Award
May 2004
Maggie Hendricks
Margaret.Hendricks@sbcglobal.net
(555) 555-5555

Permanent Address
9642 Sorrell Avenue
Fort Wayne, Indiana 46817

Present Address
1001 Bethel Circle
Mishawaka, Indiana 46545

Seeking Registered Nurse position at Lutheran Hospital

CORE COMPETENCIES

Nursing Skills
• Performed standard proficiencies in clinical setting and knowledge of presented materials in each setting
• Fostered independence in nursing skills and leadership through instruction and confidence of clinical professors
• Demonstrated confidence of medical surgical skills including intravenous medications, catheter insertion, dressing changes, vaccinations, and G-tube feedings

Communication Skills
• Used PowerChart computerized charting system to document patient stats
• Identified patient abnormal values and responded appropriately to protocol
• Advised incoming shift of pertinent patient information

Interpersonal Skills
• Maintained patient and client relationship through therapeutic communication skills
• Coordinated culturally competent care to patients and their families
• Collaborated with staff nurses concerning patient’s needs

EDUCATION

Bachelor of Science in Nursing, May 2010
Bethel College, Mishawaka, Indiana
GPA: 3.5  Dean's List: 6 semesters

CLINICAL EXPERIENCE

Management/Leadership St Joseph Regional Medical Center
Community Various Agencies
Critical Care St Joseph Regional Medical Center
Maternity Elkhart General Hospital
Psychiatric Madison Center
Pediatrics Memorial Hospital of South Bend
Medical-Surgical St Joseph Regional Medical Center
Fundamentals St Paul's Retirement Community

WORK EXPERIENCE

Bethel College St Peters, Missouri
Admission Office Telecounselor
August 2006 - Present

Macy's St Peters, Missouri
Sales Associate
May 2007 - August 2009

VOLUNTEER EXPERIENCE

LaGrange Missionary Church St Louis, Missouri
LaGrange, Indiana
August 2006 - October 2008

Hope Church Children's Ministries
Sunday School Teacher
August 2005 - August 2006
Seeking Entry Level Registered Nurse position at Roudebush VA Medical Center

SKILLS SUMMARY
Maintained 3.9 GPA as 4-year student athlete. Experience in culturally diverse health care settings. **Mid-level Spanish proficiency.** Proven ability to manage, organize, and collaborate to provide compassionate nursing care to groups of patients. Skilled writer and speaker. Accomplished and detailed team leader. Consistent track record of excellence and dedication.

EDUCATION AND HONORS

Bachelor of Science in Nursing, April 2012
Bethel College, Mishawaka, Indiana
GPA: 3.9    Dean’s List: 7 semesters

Sigma Theta Tau International, Spring 2012
Bethel College Presidential Servant Leadership Award, 2011

EXPERIENCE

Bethel College School of Nursing    Mishawaka, Indiana      Fall 2009 - Present
Student Nurse
- Clinical rotations in medical-surgical, pediatric, psychiatric, mother-baby, critical care nursing
- Community experiences at Sister Maura Brannick Health Clinic and St. Joseph County Health Department

Bethel College Volleyball    Mishawaka, Indiana      August 2008 - December 2011
Student Athlete
- 4-year starter, 2-year captain
- 3-time Mid-Central College Conference All-Conference Team, NCCAA All-American, NCCAA All-Region, NAIA Scholar-Athlete

Farm of the Child    Trujillo, Honduras      June 2011
Summer Volunteer
- Gained experience in triage, assessment, and patient advocacy as student nurse in orphanage and community clinic
- Provided nursing care to home-bound patients in rural mountain setting
- Translated basic health assessments for English-speaking health care practitioners

Salvation Army    Atlanta, Georgia      March 2010 and 2011
Team Leader
- Planned and executed spring break mission trips with Salvation Army for Bethel College students
- Created team budget and coordinated trip logistics
- Led team of students in inner-city service projects, youth programs, and team learning discussions

Bethel College, Bethesda Christian Schools, Team Brio    September 2008 - May 2010
Volleyball Coach
- Taught volleyball skills to girls aged 10-18 in camp and club settings
- Designed and directed summer volleyball camps at Bethesda Christian Schools

OTHER RELEVANT EXPERIENCE

**PUBLICATION:** "Revenge, Mercy, and Restoration in Alexandre Dumas’ *The Count of Monte Cristo,*" Presented at the 17th Annual Clement S. Stacy Undergraduate Research Conference, Purdue University Calumet, Hammond, Indiana, April 2009

**COMMITTEES:** Bethel College School of Nursing, Student Affairs Committee: collaborated with both nursing students and faculty to execute events

**YOUTH DEVELOPMENT:** ABWE Missionary Kid Training: *Teen Leader,* Fellowship of Christian Athletes: *Huddle Leader,* Brownsburg Parks and Recreation Department: *Camp Counselor,* *Children’s Sunday School Teacher,* *Peer Mentor*
Seeking Clinical Nurse I position at Children’s Hospital of Philadelphia

SUMMARY

• Experienced with ventilators, tracheostomies, and electronic monitoring equipment in pediatric setting
• Provided teaching and support to families of critically ill children
• Demonstrated sensitivity to diverse cultural and socio-economic backgrounds when caring for patients and families
• Cultivated time management skills by prioritizing patient care for up to 12 patients

EDUCATION AND LICENSURE

Bachelor of Science in Nursing, April 2012
Bethel College, Mishawaka, Indiana
GPA: 3.8 Dean's List: 7 semesters

Registered Professional Nurse, Indiana License Number: 28202277A

CPR, AED and First Aid, Current

PROFESSIONAL EXPERIENCE

SpringHill Camps
INFIRMARY COORDINATOR May 2012 - Present
• Coordinated scheduling for physicians, RNs and EMTs serving for one week intervals
• Facilitated training for incoming health officers
• Acted as communication liaison between infirmary staff, directors and summer resident staff

HEALTH OFFICER Evart, Michigan May - August 2011
• Collaborated with health care team to provide competent care to 300-500 campers per week
• Identified critical situations and communicated with on-call physicians

Bethel College School of Nursing  Mishawaka, Indiana October 2009 - April 2012
STUDENT NURSE
• Performed clinical rotations in medical-surgical, pediatrics, psychiatric, maternity, critical care, and management nursing
• Learned about different diseases and disorders seen in children with chronic illnesses during community experience with Pediatric Specialty Clinic at St. Joseph Regional Medical Center
• Improved competency with computerized charting in several hospital settings

VOLUNTEER EXPERIENCE

River Valley Church  Mishawaka, Indiana August 2009 - Present
COLLEGE MINISTRY STUDENT LEADER

Bible Memory Ministries  Goshen, Indiana July 2007 and 2008
CAMP COUNSELOR

AWARDS AND HONORS

Sigma Theta Tau International, Spring 2012
Who’s Who Among Students in American Universities and Colleges, 2010 - 2011

Bethel College Trustee Scholar, 2008 - 2012
John and Dorothy Geyer Scholarship, 2008 - 2012
Everence College Scholarship for Academic Excellence, 2009 - 2012
Brent Steele
817 Cobblestone Lane • Durham, North Carolina 27713 • (555) 555-5555 • steele.b42@yahoo.com

OBJECTIVE
Seeking Registered Nurse position with Northwestern Memorial Hospital

SUMMARY OF QUALIFICATIONS
• Created SBAR guide to improve patient safety for patients being admitted to Intensive Care Unit from Emergency Department
• Participated in additional course work to improve patient outcomes, including Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and Trauma Nursing Core Course (TNCC)
• Maintained critical thinking skills essential to providing competent and dignified patient care
• Received written feedback from staff and patients demonstrating personable attitude
• Related well with people from various cultural backgrounds

PROFESSIONAL EXPERIENCE

Duke University Health System, Durham Regional Hospital
Durham, North Carolina                            September 2008 - Present

November 2009 - Present
REGISTERED NURSE II EMERGENCY DEPARTMENT
• Promoted team work by helping colleagues maintain constant flow of patients through Emergency Department
• Assisted with transfers between hospitals when continuum of care could not be met, adhering to Federal regulations - EMTALA
• Collaborated with practitioners to deliver most appropriate care to diverse population of patients

September 2008 - November 2009
REGISTERED NURSE I CARDIAC/TELEMETRY UNIT
• Focused on patients with cardiac problems, potential cardiac problems, dysrhythmias, congestive heart failure, respiratory failure, drug overdose, post cardiothoracic surgery, and pre- and post cardiac catheterizations
• Educated patients and their families on disease processes, cardiac procedures and other aspects of therapeutic regimens, including medication and pain management techniques
• Utilized computers to scan corresponding patient with correct medication to reduce errors

YMCA Camp Eberhart
Three Rivers, Michigan                            May - August 2007
HEALTH OFFICER

Oaklawn
Goshen, Indiana                                   October 2006 - May 2007
MENTAL HEALTH ASSISTANT
Brent Steele

PROFESSIONAL AFFILIATION
Duke University Heath System:
Unit-Based Education Council, 2010
Unit Representative for Safety and Security Council, 2010
Unit Representative for Nursing Research and Evidenced-Based Practices, 2009

WORK EXPERIENCE
YMCA of Michiana
South Bend, Indiana
March 2005 - May 2008
CPR/ FIRST-AID/ LIFEGUARD INSTRUCTOR

VOLUNTEER EXPERIENCE
Lutheran Hospital
Fort Wayne, Indiana
August 2003 - May 2004
EMERGENCY ROOM VOLUNTEER

EDUCATION AND CERTIFICATION
Bachelor of Science in Nursing, 2008
Bethel College, Mishawaka, Indiana
Registered Nurse, State of North Carolina