



## **Registered Nurse - General #02170**

### **City of Virginia Beach – Job Description**

Date of Last Revision: December 10, 2025

**FLSA Status:** Non-Exempt

**Pay Plan:** General

**Grade:** 28

### **City of Virginia Beach Organizational Mission and Values**

The City of Virginia Beach exists to enhance the economic, educational, social, and physical quality of the community and provide sustainable municipal services which are valued by its citizens.

The City of Virginia Beach organization is based upon a belief in the democratic process of government. This belief provides meaningful ways for citizens, reflecting the diversity of our City, to contribute to the development of public policy. This process is enhanced by organizational values which guide member performance within the Virginia Beach Quality Service System. These values define our desired organizational culture. We value quality customer service; teamwork; leadership and learning; integrity; commitment; and inclusion and diversity.

### **Class Summary**

Perform duties as a Registered Nurse, with area of expertise dependent upon department and division in which position is assigned. Specific duties to be outlined in the job requisition at time of posting.

### **Representative Work Functions and Responsibilities**

- Perform assessments, hospital pre-screenings, and physical assessments to assist in evaluating client needs or during medical emergencies.
- Develop service plans, and counsel individuals, families, and groups.
- Supervise prescribed medication to ensure accurate dosages.
- Complete case records and provide related reports to track services received.

- Provide professional resources and referral and consult with attending physician or nurse practitioner to ensure the provision of effective treatment.
- Develop educational models and provide training and consultation to provide current information to caregivers and clients.
- May exercise general supervision over health providers and administrative support staff.
- Assigns specific patient care tasks and ensures delivery in a timely and courteous manner; always following governing protocols.
- Assures chart completion, sign-offs, and final storage.
- Participate in developing a comprehensive program in order to achieve program goals.
- Attend professional training activities to foster professional development.
- Perform other job duties requiring skills, knowledge and physical requirements as demanded by those duties described or less.
- Individual assignments will be determined by the supervisor based on then current workloads and department needs.

## **Performance Standards**

- Assessments, service plans, and referrals are made with minimum supervision utilizing complex techniques in gathering and analyzing data regarding a human problem.
- Direct interventions using a variety of techniques are provided with minimum medication in safe, timely, and orderly procedure complying with standard nursing practices and state and local standards.
- Agency case record procedures are followed complying with agency quality assurance standards, and reports and records regularly exceed State standards, as applicable.
- Collaborations with agency physicians regarding client services regularly exceeds State standards.
- Supervision to students, volunteers, and lower-level staff regarding clinical and administrative issues is made with little guidance from supervisor.
- Makes some decisions independently with most decisions made after very little consultation with supervisor.
- Attend staff meetings regularly; provide active leadership role in most discussions and regularly participates in achieving unit's goals and objectives; maintain highly accurate internal program quality controls in timely manner, and regularly complete routine projects assigned by supervisor with minimum supervision.
- Maintain moderate level of expertise regarding very difficult human problems through routine moderately sophisticated training.

## Minimum Qualifications

- Requires current and valid licensure as a Registered Nurse by the State of Virginia or as a part of the Compact Designation (Multi-State Privileges) and two (2) or more years of clinical experience to be specified by the hiring department.
- Current CPR certification.
- Must have a current and valid driver's license.

## Preferred Qualifications

- Bachelor of Science in Nursing (BSN) or Associate of Nursing (ASN) preferred.

## Special Requirements

- All employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies.
- This position may require that incumbents to wear and maintain appropriate personal protective equipment such as, but not limited to, safety footwear, hard hats, safety eyewear, gloves, or other safety attire and equipment in designated areas of risk. Specific requirements will be determined and communicated by the employee's supervisor based on position assignments.
- This is a safety sensitive position and is subject to mandatory drug testing. Positive drug test results may result in counseling and/or discipline, up to and including, termination.

## Working Conditions

Working conditions are intended to provide a general overview of the environmental conditions inherent in the job setting, as well as the physical, mental, and sensory requirements necessary to perform the essential functions of positions in the noted job title. A more detailed description will be made available at the position (PCN) level both internally and externally with all posted open positions.

*NOTE: Per HR Policy 6.19, Americans with Disabilities, the City follows the requirements of the Americans with Disabilities Act (ADA) in all hiring and employment decisions. The City shall not discriminate on the basis of disability in its hiring and employment practices. The City shall make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request unless the accommodation would cause an undue hardship on the operation of the City's business.*

DISCLAIMER:

*This description is intended to indicate the kinds of tasks and levels of work difficulty that will be required of positions that will be given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his or her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.*