



Christian Science Nurse Educator

Job Title: Christian Science Nurse Educator

Ministerial Designation: Minister of Religion – exempt

Status: Regular Full-time

Department: School of Christian Science Nursing

Reports To: Director, School of Christian Science Nursing

Active Date: February 2025

Summary: Participates in the Mission and Ministry of Tenacre as a Christian Science Nurse Educator in the Tenacre School of Christian Science Nursing ("School"). This includes instructing, facilitating, coordinating, and mentoring Christian Science nurses at all levels of education and experience.

Competencies:

To perform this job successfully, an individual should be progressively demonstrating his or her knowledge of the practice of Christian Science as outlined in the *Church Manual of The First Church of Christ, Scientist, in Boston Massachusetts*, by Mary Baker Eddy. Additional competencies include:

Ethics: Acts and speaks in a manner consistent with the highest standard for ethics, honesty, and integrity; upholds organizational values; inspires the trust of others; maintains confidentiality; demonstrates respect for all; keeps commitments; respects legal standards; practices the Matthew Code and the Golden Rule.

Servant Leadership and Teamwork: Supports collaboration and unity among all Christian Science Nursing Ministry staff, including the School, Homecare, Haven for Healing, Progressive Living, and the Christian Science Nursing Department; maintains trust and respect for others' ministries; takes actions that demonstrate an unselfish, Christly approach; is comfortable being part of a diverse community and interacts with people from all corners of the globe with grace.

Communication Skills: Communicates and responds to others (one-to-one or in a group) in a respectful manner with warmth, empathy, and patience; completes required recordkeeping in a timely manner; has excellent verbal and written communication skills.

Instructing and Mentoring Skills: Enjoys instructing and guiding others; can give clear instruction and guidance, with an approach that conveys love, compassion, patience, and respect; encourages and welcomes questions and requests for assistance; has a genuine desire to support all Christian Science Nursing Ministry staff and to provide the highest level of care and support with progressive steps for guests; is a good listener and readily turns to God in prayer for guidance; strives to let God, divine Love lead, rather than personal sense or opinion; promotes spiritual discernment and receptivity to new ideas while complying with organizational processes and requirements.

Planning/Organizing: Is well-organized, thorough, accurate, punctual, and attentive to detail; is flexible and adaptable to new priorities and ideas.

Leadership/Discernment: Sets a good example in all aspects of the *Manual By-Law*, "Christian Science Nurse", the *Christian Science Nurse Scope of Services*, and appropriate qualities on page 395 of *Science and Health*; makes sound, accurate, and timely decisions based on prayerful listening and spiritual discernment; includes appropriate people in the decision-making process; takes appropriate initiative; can work effectively without direct supervision.

Essential Duties and Responsibilities include the following:

- Praying through every aspect of the role; expressing receptivity and obedience to divine direction and flexibility and spontaneity in the approach to the events of each day
- Christian Science nurse education and development including, but not limited to, planning, instructing, and facilitating classes, practice sessions, and workshops in the School; mentoring students and staff members at Tenacre, in Homecare, and in the field
- Interacting and building supportive relationships with Christian Science nurses as an instructor, mentor, facilitator, and team member; being alert to strengths and opportunities for further development and bringing them to the individual's attention; being a trusted coach and resource in providing channels for strengths to be expressed and to address aspects needing further development
- Supporting and tracking staff members' fulfillment of the checklists for their areas of responsibility
- Prayerfully and constructively working through situations and questions that come up regarding guest care and progress
- Working with fellow Christian Science Nurse Educators to provide for broad schedule coverage including a presence seven days a week in the settings at all times of the day and night as needed
- Supporting the teams in the settings as requested by the Christian Science Nursing Department for specific situations such as guest arrivals, transfers, or departures

- Meeting regularly with the School Director to review progress and identify opportunities for support and development
- Taking responsibility for self-education and development by participating in conferences and seminars and other relevant self-development opportunities as available
- Willing and able to learn new computer and technology skills

Specific duties and other duties may be assigned

- Preparing for and participating in classes; mentoring students enrolled in, preparing for, or coming out of School courses; mentoring staff in the Christian Science Nursing Department in all aspects of their ministries; and maintaining all the necessary records of this work
- Planning the mentoring schedule with fellow Christian Science Nurse Educators to provide for a team member on campus for a full ministry period seven days each week
- Scheduling and facilitating orientation for new or returning staff, including skill reviews as needed
- Contributing input for School students' end-of-course evaluation documents
- Supporting the teams in the settings when a new guest arrives to establish the care needed and in keeping Agreements for Care up to date
- Being proactive in addressing mentoring needs and educational opportunities for Christian Science nurses to broaden and strengthen their practice
- Being proficient in the use of CareTracker
- Being proficient in fire safety practices; attending fire drills
- Providing education and mentoring on new equipment

Regular meetings:

- Weekly School team meetings
- Weekly mentoring planning meetings
- Individual meetings with the School Director
- Monthly Christian Science Nursing Ministry meetings
- Monthly Christian Science nursing setting meetings

Record keeping/scheduling

- Maintaining accurate, complete, concise, and up to date mentoring records
- Promptly recording mentoring, meetings, workshops, and conversations that involve education; keeping information on the "current staff abilities checklist" up to date
- Working with the School Executive Assistant to ensure all information in Humanity is complete and accurate as to the schedule and mentoring activities planned on campus and in Homecare

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

- Member of The First Church of Christ, Scientist in Boston, Massachusetts, required
- Primary Class Instruction in Christian Science, required
- Valid motor vehicle operator's license and clean driving record, required
- Listing as a Christian Science nurse in the *Christian Science Journal* directory, preferred
- At least 5 years of experience ministering as a Christian Science nurse in facility and home settings, preferred
- Must perform proficiently all the duties and responsibilities of the Christian Science Nurse I through III Areas of Responsibility
- Instructing and/or mentoring classes or relevant life/work experience commensurate with the job's essential duties and responsibilities
- Fluency in speaking, reading, and writing in English; excellent grammar, proofreading, and editing skills
- Well-developed abilities with computer programs including SharePoint, Microsoft Office suite (Word, Excel, PowerPoint, Teams), Humanity, and Canva

Compensation

- \$98,000 - \$117,000 annually

Benefits

- Paid time off with carryover and payout features
- 401(k) tax deferred savings plan with a match up to 6% of your annual pay with eligibility from date of hire
- Pension plan
- Optional health insurance
- Life insurance
- Financial education
- Other education assistance
- Dependent care assistance
- Family tuition assistance