TOUGALOO COLLEGE
Tougaloo, MS 39174

NOTICE OF POSITION OPENING

Nurse Case Manager

Position Summary:

The Nurse Case Manager will work collaboratively to provide case management/care coordination services to project participants, including high-risk pregnant women, their infants, and their families. Performing administrative and programmatic duties, identifying participant needs, providing and coordinating needed services, and supervising team members are the primary responsibilities for this position. The Nurse Case Manager will train, direct, and supervise assigned nurse case manager staff. Establishing, engaging, and maintaining partnerships, including community action networks, to improve the physical and mental health and resilience of participants and their families is required.

Essential Responsibilities:

- Oversee case management/care coordination team assignments, including tracking team progress toward project benchmarks.
- Provide performance-related recommendations for supervised staff.
- Facilitate project participant intake and enrollment.
- Complete required comprehensive assessments using approved screening tools.
- Determine differing levels of participant risk and corresponding required type, timing, duration, and intensity of needed services.
- Facilitate any necessary and appropriate brief intervention and referral to treatment.
- Track participant use of clinical preventive services, including prenatal care, preconception care, family planning, and well-woman visits.
- Collaborate with agencies to ensure service coordination, including ensuring participants keep appointments, follow provider regimens, and access transportation resources.
- Promote provider awareness of best practices in preconception, prenatal care, birth, postpartum, interoception, well-woman care, and reproductive life.
- Assist in developing and implementing community-based activities, including assisting uninsured individuals in determining eligibility and acquiring health insurance coverage.
- Advocate for participant needs, community awareness of health issues, and access and utilization of available physical and mental health care services and other resources.
- Provide feedback on participant attitudes, behaviors, and parenting education needs.
- Utilize project software to document and track all required participant data effectively.
- Travel to accomplish specific project goals, objectives, and activities.
- Adhere to strict deadlines.
- Attend all required meetings.
- Recruit women of childbearing age and pregnant women and affiliated fathers/male partners for DHP case management/care coordination services.
- Adhere to all applicable HIPAA guidelines.
- Provide services within the scope of practice outlined by the Mississippi Board of Nursing.

Required Experience/Knowledge/Skills:

A bachelor's or master's degree in nursing from an accredited school at a four-year college or university is required. A Mississippi Board of Nursing license to practice as a registered nurse is also required. The incumbent must have a minimum of two (2) years of work experience with a human/public health service agency, preferably in maternal and child health, and at least two (2) years of direct line supervision. The incumbent must possess a valid Mississippi driver's license and professional liability insurance.

Strong leadership skills and the ability to communicate and work with diverse populations at all levels, including participants served by the project, local health care providers, community leaders, community volunteers, school officials, local/state/federal elected officials, and the media are required. The incumbent must demonstrate efficacy in the following: administering initiatives; engaging teams; executing analytical, problem-solving, decision-making, and communication skills; and conducting well-executed presentations. Effective negotiation, mediation, partner-building, and self-development, management, and motivating skills are required. The incumbent must also exhibit professional accountability, a strong, positive work ethic, and public service commitment.

Date of Position Opening:	**November 23, 2026**
Application Deadline:	**Until position filled**
Salary:	**Commensurate with experience**
Job Listings:	**https://www.tougaloo.edu/about-tougaloo-college/jobs**
****Email App/Resume/Cover Letter to:**	**TougalooCareers@tougaloo.edu**
Physical Address:	**Tougaloo College** **Attention: Director of Human Resources** **500 West County Line Road** **Tougaloo, MS 39174**

ALL APPLICANTS WILL BE CONSIDERED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, AGE, NATIONAL ORIGIN, SEXUAL ORIENTATION, DISABILITY, CITIZENSHIP, VETERAN STATUS, GENETIC INFORMATION, GENDER IDENTITY, OR ANY OTHER LEGALLY PROTECTED STATUS. THE COLLEGE PROHIBITS SEXUAL HARASSMENT, INCLUDING SEXUAL VIOLENCE.

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