

MEPN CAREER RESOURCES

Information on job sites, employers, and volunteer opportunities

RN JOB SEARCH

Job Listings

- Craigslist - Job listings
 - <http://craigslist.org>
- All Hospital Jobs
 - <http://allhospitaljobs.com>
- Indeed.com – mega search engine pulls from various job listing sites
 - <http://Indeed.com>
- SimplyHired.com – mega search engine pulls from various job listing sites
 - <http://www.simplyhired.com>
- Nurse.com Jobs
 - <http://www.nurse.com/jobs/>
- Bay Area Jobs
 - <http://www.bajobs.com>
- Health Jobs – Registered Nurse
 - <http://www.nursefinders.com/>
- UCSF Nursing Job Board –
 - <https://career.ucsf.edu/job-category/nursing>
- UCSF Medical Center – Nursing
 - http://www.ucsfhealth.org/health_professionals/nursing/index.html
- Nurse Residency Programs
 - <http://www.nurseresidencyprograms.com/>
- American Society of Registered Nurses – Requires \$50 membership to use job board listing New Grad Programs
 - <http://www.asrn.org/nursing-jobs-entry-level-join.html>

List of Employers

Hospitals

- List of California Hospitals – by county
 - http://en.wikipedia.org/wiki/List_of_hospitals_in_California
- List of Hospitals by State
 - http://en.wikipedia.org/wiki/List_of_hospitals_in_the_United_States

Community Clinics

- SF Department of Public Health – List of Primary Care Health Centers, Community Clinics, Youth Clinics
 - <http://www.sfdph.org/dph/comupg/oservices/medSvs/hlthCtrs/>
- San Francisco Community Clinic Consortium – list of SF clinics
 - <http://www.sfccc.org/>

- Alameda County Public Health Department – list of community clinics
 - <http://www.acphd.org/clinics.aspx>
- Alameda Health Consortium
 - <http://www.alamedahealthconsortium.org/about-us/career/>
- National Consortium of Community Health Centers
 - <http://www.nachc.com/findahealthcenter.cfm>

Skilled Nursing Facilities

- Skilled Nursing Facilities in California – listed by City
 - <http://www.skillednursingfacilities.org/directory/>

Positions in Health Care – Alternatives to RN work

- Certified Nursing Assistant- forms <http://tinyurl.com/CA-CNA-Dept-Pub-Hlth-forms>
- Medical Assistant
- Clinical Assistant
- Clinical Research Assistant / Research Associate
- Health Educator

VOLUNTEER RN POSITIONS

Volunteer Opportunities

- List of Hospitals and Clinics with Volunteer Opportunites
 - <http://www.healthjobsstarthere.com/resources/experience/find>
- Clinic by the Bay
 - <http://clinicbythebay.org/>
- Glide Health Services
 - <http://www.glide.org/page.aspx?pid=534>
- San Francisco Community Clinics –
 - <http://www.sfccc.org/volunteer/index.htm>
- Life Long Medical Care – East Bay volunteer opportunites
 - <http://www.lifelongmedical.org/support-us/volunteer.html>
- Berkeley Free Clinic
 - <http://www.berkeleyfreeclinic.org/>
- The Suitcase Clinic
 - <http://www.suitcaseclinic.org/volunteering/>

ADDITIONAL TRAINING

Continuing Education Courses

- List of Nursing Associations – Information on CE courses on each association page
<http://www.rn.ca.gov/links.shtml#na>
- American Health Education
<http://www.americanhealtheducation.com/>
- NurseWeek
<http://ce.nurse.com/>

NETWORKING

In a tight job market the number one way people find out about job or volunteer opportunities is through word of mouth. Identify who is in your network:

- Professors, clinical instructor, and staff in the School of Nursing
- Your MEPN buddy
- Fellow classmates
- Alumni or other professionals in your field of interest
- Colleagues at your clinical rotations
- Past employers in the healthcare field
- Family, friends, neighbors, etc...(you never know who might have a contact for you)

Let the people in your network know what you are looking for and how they might be able to help you. For information on networking refer to the informational handouts on the OCPD website at <http://career.ucsf.edu/nursing-students/career-exploration/networking-101>

BEST PRACTICES

Short Term

What you can do right now to prepare for RN job or volunteer positions

1. Meet with a career counselor, your advisor, a faculty member, and/or a mentor in the field to talk about your short and long term goals.
2. Get your documents together – visit career.ucsf.edu to see a video on writing your RN resume and sample resumes and cover letters
3. Attend an OCPD Applications Materials Clinic for Health Professional Students to learn how to create and customize your documents. Check the OCPD programs list for the next workshop: <https://career.ucsf.edu/2015-2016-program-calendars>
4. The quickest way to get your documents reviewed is to attend an Application Materials Clinic and then make a 20 minute mini appointment. Same day and week appointments often available Monday – Friday.
5. Fill out all hospital applications online so that you apply for a job immediately when posted
6. Know what interview questions are asked and Practice interviewing. Sample questions can be found on OCPD web page.
7. Make an appointment at OCPD to practice interviewing.
8. Have a list of organizations and job sites that you check weekly
9. Be open and flexible in terms of the setting, the geographical area you work in, the hours, schedule, etc...Keep your long-term goals in mind and consider options and ideas you may have previously have overlooked.
10. Be prepared to step out for at least 2 years
11. Tell EVERYONE you know you are looking for an RN job
12. Join professional associations and go to local meetings (sometimes job openings are announced during meetings)
13. Consider volunteering at a site you would like to work at
14. Volunteer to keep clinical skills current
15. Consider working as a CNA/medical assistant/clinical assistant at a site you would like to work at
16. Take additional CE's that will prepare you for your role (e.g. ACLS) and keep you connected to the nursing community
17. Keep in touch with those you worked with during your clinical rotations
18. Make sure this position/role meets your short term goals – why are you working as an RN? (Does your specialty require RN experience? If so, be clear on what skills/experience you are suppose to be gaining in order to practice at an advanced level in your specialty.)

19. Find support. It can be difficult to stay motivated – so reach out for help! Connect with fellow students to share information and advice and to support each other. Also, consider meeting with a career counselor from the Office of Career and Professional Development (OCPD) to discuss your particular situation, brainstorm strategies, practice interviewing and ask about negotiation strategies. Request an appointment by calling OCPD at 476-4986.

Long term

What you can do now to prepare for an advanced practice nurse position later

1. Conduct informational interviews with alumni, faculty or other professionals in your field of interest to gain an understanding of what you need to know to practice in terms of skills and experience in your specialty and what you need to know to conduct a successful job search in your field.
2. Join the [UCSF Alumni Network](#) on LinkedIn to learn about jobs, professional development and network with UCSF alumni
3. Ask faculty or other professionals in your network for contacts you might be able to speak who are knowledgeable about the field, a particular position/role and/or an employer.
4. Focus on building your network – keep in contact with colleagues you are working with at your clinical sites and those you might be meeting at professional meetings, trainings or conferences
5. Identify if there are experiences/opportunities at UCSF or in your professional community you could get involved in now that would help you develop key skills, learn more about a particular population/ health issue or build your network.
6. Identify the type of setting you want to eventually work in (e.g. hospital, community clinic, private practice) Be clear on the pros and cons of working in different settings as an advanced practice nurse
7. Once you identify a particular setting and/or employer gather specific information such as:
 - What is a typical work week?
 - How many patients would you be expected to see a day/week?
 - What is the range of medical issue you would see at a particular site?
 - What type of support is available for new professionals at a particular setting?
8. Research the salary range for someone with your level of experience in a particular setting
9. Understand what, if anything, might be negotiable for a new practitioner in a particular setting. (e.g. ramp-up time, supervision, hours, financial support/time for training, etc...)
10. Understand how pay is determined. If there are bonuses, know what criteria is used to determine bonus
11. Know how malpractice insurance is handled at a particular setting. Understand the pros and cons of various options
12. Develop a list of potential employers
13. Understand how each of these employers hire
14. Identify job sites you will use in your job search
15. Learn effective strategies others have used to conduct a job search in your field
16. Understand what challenges new practitioners face in their first job
17. Understand what challenges new and experienced practitioners face in trying to establish a sense of work/life balance and what strategies people have used to find a balance
18. Know how to set boundaries and to say “no” professionally
19. Talk with a counselor at OCPD about your long term goals and resources available to support you as you prepare for the next steps in your career. To make an appointment, call 415-476-4986, Monday – Friday, 8am – 5pm.