

# MOTHERS' MILK BANK CALIFORNIA



**Job Title:** Registered Nurse / IBCLC

**Location:** Remote Position

**Position Type:** As Needed Basis

**Reports To:** Resource Nurse Manager

**Overview:**

We are seeking a dedicated Registered Nurse (RN) with International Board-Certified Lactation Consultant (IBCLC) certification to join our team. This individual will support the Resource Nurse Manager in approving donor files and responding to medical inquiries from our donor coordinator team. The role involves providing expert advice on medications, supplements, herbs, and medical/lifestyle issues, all while adhering to HMBANA guidelines and collaborating with our medical director.

**Key Responsibilities:**

- Collaborate with the Resource Nurse Manager and medical director to review and approve donor medical files.
- Respond to medical queries from donor coordinators regarding donor eligibility and health concerns.
- Provide expert consultation on medications, supplements, herbs, and lifestyle factors that may affect donor health.
- Ensure all practices align with HMBANA guidelines to maintain compliance and safety.
- Participate in team meetings and contribute to the development of policies and procedures related to donor screening and approval.
- Offer guidance and education to team members on relevant medical topics.
- Remain accessible for consultation on an as-needed basis, with potential for increased hours based on demand.

**Education Required:** Bachelor of Science in Nursing

**Licensure/ certification Requirement:** Registered Nurse by California Board of Registered Nursing (BRN)

# MOTHERS' MILK BANK CALIFORNIA



## **Qualifications:**

- Current RN licensure in your state of residence/ or California and IBCLC certification.
- Strong knowledge of donor eligibility criteria and medical guidelines.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively in a team environment.
- Experience in maternal and child health preferred.
- Ability to act with integrity, professionalism, and confidentiality.
- Proficiency with MS Office Suite, Outlook, Teams, and SharePoint preferred.

## **Working Condition/ Physical Effort**

- Long periods of sitting at desk
- Long periods of working in front of a computer
- Making and answering phone calls

## **Commitment:**

This position will primarily cover the Resource Nurse Manager's duties regarding donor medical reviews and approvals. Flexibility in scheduling is required, with the potential for increased hours based on organizational needs.