

Healthy Start

SOUTHWEST FLORIDA

Job Title: Nurse Navigator (Telehealth Maternal Health)

Location: Must be physically located in the service area (Lee, Collier, Hendry or Glades County), must have the ability to work in the office, and remotely, and attend in-person and online meetings as required

Employment Type: Part-time, non-exempt

Starting Pay Range: \$40-45 per hour, based on experience

This is a grant-funded position and is contingent upon funding award and continued grant availability.

Healthy Start Coalition of Southwest Florida, Inc. is a nonprofit 501(c)(3) dedicated to maternal and child health, reducing infant deaths and premature births, and promoting healthy outcomes for babies and young children. We have served families in Collier, Glades, Hendry and Lee counties since 1992. The Healthy Start Coalition of Southwest Florida system of care includes Connect, Healthy Start, CAPTA, Nurse Family Partnership, Help Me Grow, FIMR, TEAM Dad, and the Southwest Florida Regional Diaper Bank programs. Join a dynamic team where every day you can make a positive impact on the health of new mothers, babies, and their families. Our team provides support and services to help give every baby a healthy start in life.

Summary

Under the supervision of the Program Manager, the Nurse Navigator provides clinical care coordination, telehealth support, health education, and nursing guidance to pregnant and postpartum women participating in telehealth-based maternal health programs. This role integrates nursing expertise with community-based navigation, supporting perinatal health, early identification of risks, referral to appropriate levels of care, and continuity of services. The Nurse Navigator works closely with Perinatal Navigators, Data and Logistics staff, healthcare providers, and community partners to ensure high-quality, compliant, and equitable maternal health services in alignment with Healthy Start Standards, Department of Health contracts, and Florida Statute § 383.2163. This position does not replace primary prenatal or postpartum medical care and functions in coordination with licensed healthcare providers. This role requires a proactive, detail-oriented individual who can work collaboratively with diverse teams and stakeholders to achieve our goals.

Essential Duties and Responsibilities include the following:

- Develop in-depth knowledge of Healthy Start Coalition of Southwest Florida programs, contracts, data systems, and reporting requirements related to maternal and child health.
- Provide telehealth and in-person nursing support to pregnant and postpartum women, including health education, care coordination, and clinical guidance within scope of nursing practice.
- Conduct nursing assessments and review prenatal and postpartum risk factors identified through screenings, referrals, and client encounters.

- Support early identification of medical, behavioral health, and social risk factors and facilitate timely referral to licensed providers, healthcare systems, and community resources.
- Provide evidence-based education on prenatal care, postpartum care, breastfeeding, safe sleep, family planning, chronic disease management, and maternal warning signs, including signs and symptoms of preterm labor and postpartum complications.
- Collaborate with Perinatal Navigators to develop, implement, and monitor individualized care plans that address medical and social determinants of health.
- Act as a clinical liaison between clients, healthcare providers, hospitals, home visiting programs, and community partners to support continuity of care.
- Perform telehealth wellness check-ins to support engagement, enrollment, follow-up, and adherence to care recommendations.
- Enter and maintain accurate nursing documentation, assessments, and case notes in designated electronic systems in compliance with Healthy Start Standards, Department of Health contracts, and program timelines.
- Review and support referral follow-up to ensure client connection to services and escalation of concerns when needed.
- Participate in continuous quality improvement activities, including case reviews, data analysis, and care coordination planning.
- Maintain confidentiality of client, family, and health information in accordance with Coalition policies, HIPAA-related standards, professional nursing ethics, and applicable laws.
- Stay current with maternal and child health best practices, including maternal morbidity and mortality, health equity, telehealth models, trauma-informed care, and culturally responsive nursing approaches.
- Attend required meetings, trainings, and professional development activities.
- Perform other duties as assigned.

Experience & Skills

- Current, active Florida Registered Nurse (RN) license in good standing required; Bachelor of Science in Nursing (BSN) preferred.
- Minimum of five (5) years of nursing experience, preferably in maternal-child health, obstetrics, public health, community health, care coordination, or related settings.
- Experience providing telehealth services or remote patient support preferred.
- Knowledge of Florida's maternal and child health system, Healthy Start programs, and community-based resources preferred.
- Strong clinical assessment, care coordination, and patient education skills.
- Experience with electronic health records, databases, and telehealth platforms.
- Proficiency in Microsoft Office applications, including Word, Excel, and database systems; comfort with web-based platforms and data tools.
- Excellent communication skills and ability to work with diverse populations with cultural humility.
- Ability to work independently and collaboratively in a multidisciplinary team environment.
- Strong organizational skills and attention to documentation accuracy and compliance.

- Must have a valid driver's license, reliable transportation, and be able to lift 15–20 lbs as needed.

Employment Type

This is a part-time, non-exempt position. Standard hours of operation are M-F 8:30am-5:00pm. The schedule is flexible and may require some evening and weekend activities. Travel within Lee, Collier, Hendry, and Glades counties is required.

Healthy Start welcomes diversity. We will not discriminate against an applicant, an employee, or a program participant because of race, disability, color, creed, religion, sex, age, national origin, sexual orientation, ancestry, citizenship, veteran status, or non-job-related factors. Employment is contingent upon successful completion of a Level 2 background screening, in accordance with state and funding requirements. The Coalition provides reasonable accommodations to qualified individuals with disabilities and to applicants or employees with pregnancy-related limitations, in accordance with applicable law.