Dear Nursing Student:

The Nurse Extern Program is an excellent opportunity for student nurses to get hands on experience. Candidates who have completed their junior year of a BSN program, or two semesters of an ADN program are eligible to apply for the program. The Nurse Extern Program provides ten weeks of employment with classroom and clinical experience. A wide variety of clinical experiences are available throughout the ThedaCare system.

Orientation and educational sessions will be offered to meet the educational needs of the Nurse Externs. The Nurse Extern works with a preceptor (experienced RN) who guides and supervises their clinical learning. The preceptor provides a learning environment to help the Nurse Extern gain confidence in delivering care for the patients, opportunities to use their teaching skills, and improve their use of the nursing process. Together the preceptor and Nurse Extern determine the appropriate timing for the progression of assisting responsibilities. The preceptor shares his/her expertise with the Nurse Extern plus provides ongoing feedback and input into the final evaluation.

Responsibilities that the Nurse Extern may assist with, as he/she is ready include: nursing assessment, medication administration, documentation, planning of patient care, and application of technical skills.

The Nurse Extern Program will begin Monday, June 17, 2013 and finish on Saturday, August 24, 2013.

To apply for the Nurse Extern Program, please go to our website at www.thedacare.org. Complete your online application, then apply for position #13-00052 (Nurse Extern). You will receive a confirmation that your application has been received.

In addition, you will need to forward the following requirements to the ThedaCare Employment Center, 122 E College Ave, PO Box 8025, Appleton, WI 54912-8025 postmarked no later than Friday, February 8, 2013:

- A Copy of your transcripts and your cumulative GPA record
- Extern Site Preference Form
- Two Faculty/Management Assessments
- A short narrative describing your intentions/goals related to the program as well as how you would describe your leadership skills, attitude, flexibility & openness to change, and future plans/intent to stay within the ThedaCare system.

To verify receipt of your Assessment, or any other application materials, please call the Employment Center at 920-830-5808. Incomplete application materials will not be considered.

Based on review of the information returned with your application, select candidates will be contacted for personal interviews that will be tentatively held on March 4th and 5th at ThedaCare. Final selection of the candidates that will participate in the program will take place by the middle of March.

If you have specific questions regarding the Nurse Extern Program, please call the Employment Center at 920-830-5808.

Sincerely,

Megan Wittmann, RN MS
Education Specialist

Nancy Apriesnig, BS
Employment Specialist