

Title: Professional Transition Portfolio:
& Optional Subtitle: Development of a Neonatal Registered Nurse
A StFX Academic Success Centre Template (Revised Sept 2026)

Author's Name

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NUR 406: Preparing for Professional Role

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1 October 2026

Repeat Title Here: With Subtitle if Used

Professional Identity Statement

For this N406 portfolio assignment, create an APA cover page for the entire assignment, then have sub-headers for the various sections (and start each section on a new page.) This page will contain a short (250-300 words) professional identity statement. What kind of nurse do you intend to become and what professional education accompanies that identity? Name values, practice philosophy, specialty focus etc. Connect to specific credentials and frame the two development areas. Cite specific values, such as “advocate”; refer to official nursing guides and apply the concept to yourself. For example: “**Registered nurses are advocates who support clients to voice their needs to achieve optimal health outcomes. Registered nurses also support clients who cannot advocate for themselves**” (Nova Scotia College of Nursing, 2020). This could be incorporated into your personal statement like this: **As an RN, I aim to be an advocate for clients who cannot advocate for themselves** (Nova Scotia College of Nursing, 2020), particularly those dealing with substance use disorders. Cite online clinical practice guidelines as websites; use the committee or agency that developed the guideline in the author element of the reference when no individual authors are credited. When the author and website name are the same, omit the website name element to prevent duplication; end the reference with the URL. **On your reference page**, the entry would follow this format:

Name of Organization. (Date of posting). *Title of webpage*. Website Name. URL

Nova Scotia College of Nursing (2020) *Entry Level Competencies for the Practice of Registered Nurses*. Nova Scotia Nursing and Midwifery Regulator.

https://www.nsnmr.ca/sites/default/files/documents/resources/EntryLevelCompetenciesRNN_EW.pdf

Development Areas

Check the RN Standards of Practice for entry-level competencies to develop; cite at least one credible source for why each area is important. Complete the NSNMR Professional Growth Plan template from their website.

https://www.nsnmr.ca/sites/default/files/documents/CCP/Professional_Growth_Plan.pdf



Professional Growth Plan

The Nova Scotia College of Nursing (NSCN) is the regulatory body for licensed practical nurses (LPNs), registered nurses (RNs), registered nurse authorized prescribers (RN-APs) and nurse practitioners (NPs) in Nova Scotia. Our mandate is to protect the public by promoting the provision of safe, competent, ethical and compassionate nursing services by our registrants.

The Continuing Competence Program (CCP) guides nurses to continuously improve their practice by providing a framework for nurses to set goals, make practice improvements and continue to deliver high quality care to Nova Scotians. For specific information on how to complete the Professional Growth Plan, see the [CCP Guide for Nurses](#).

Name:								
NSCN Registration Number:								
Nursing Designation:		LPN		RN		RN-AP		NP

Opportunities for Growth and Learning Based on Self-Assessment

Opportunity	Action idea for learning

For the purposes of CCP, the client includes any individuals, families, groups or communities who are the recipient of nursing services. For nurses in non-clinical positions, such as education or management, the client is the recipient of your services. As an educator for example, your client may be a student, nurse or other care provider. As a manager, your client may be your team or individuals on your team.

Job Posting (Example – Include Your Own)

Registered Nurse, Emergency Department

Company : IWK Health Req ID: 226443

Department/Program: Emergency Department, Children's Surgical, Emergency and Rehabilitation

IWK Health is a respected academic health sciences centre located in Halifax, Nova Scotia, providing tertiary and primary care for two million children, youth, adults and families each year across the Atlantic region. We have a team of approximately 4000 employees, physicians, volunteers and learners at sites across Nova Scotia. People build careers with IWK Health with our focus on training and mentorship opportunities. We recognize each other's talent and celebrate our successes. We collaborate in modern facilities or virtually from home, align our work to our values, and enjoy access to enhanced benefits and wellness programs. We are proud to support our patients, families and communities and are grateful for the generous donor support we receive.

Promoting an anti-racist environment, and calling out discrimination as we work and provide care, is important to us. We are located in Mi'kma'ki, the unceded and ancestral territory of the Mi'kmaq people. Working in Mi'kma'ki and providing care to those across Atlantic Canada is a shared privilege with the original inhabitants who have lived here for many thousands of years prior to colonization. There are 13 First Nation communities across Nova Scotia, and more than 50 historic African Nova Scotian communities who also have a long, deep, and complex history dating back over 400 years. We have the highest percentage of people with disabilities in the country. Nova Scotia has the highest proportions of transgender and non-binary people than any other province or territory in the country. We are active in our work to eliminate discrimination, but have more work to do to build that trust, acknowledge our biases and reduce the barriers our diverse communities face. We want IWK Health to be a safe and supportive space of equity and belonging in the care we provide and the employment we offer. We welcome all interested persons who self-identify as Indigenous, Black/African Nova Scotians, Persons of Colour, Immigrants/Newcomers, Persons with Disabilities, 2SLGBTQIA+ to apply to support our goal for our workforce to be representative of the patients, families, and communities that we care for at all job levels.

Reporting to the Manager of the Emergency Department, the Registered Nurse (RN) is a member of an interdisciplinary care team, providing holistic, comprehensive evidenced based care to meet the needs of individuals, families and/or communities. The RN provides leadership in nursing assessment, and the planning, implementation and evaluation of patient/family care for the purpose of promoting, maintaining or restoring health, preventing illness, injury, and disability or supporting a peaceful death. The RN provides care in collaboration with the patient and family, other nurses and health team members throughout all stages of health and complexities of illness. The RN builds professional relationships with other nurses and health team members to support the work of a strong interprofessional team and provision of quality patient/family care. The RN ensures the goals and needs of the patients and families are prioritized and individualized, using nursing knowledge, critical thinking and clinical judgment. The RN engages in independent, interdependent and dependent functions to provide healthcare focusing on comprehensive assessment, patient/family education, and coordination of care. The RN helps to build our reputation for excellence in the Maritime community, contributing to a sustainable health care system through formal and informal partnerships. The RN pursues excellence in care, teaching and research through a spirit of inquiry, discovery and innovation, leveraging our reputation and influence to advocate for health. The RN practices according to the Canadian Nurses Association Code of Ethics for Registered Nurses, the Nova Scotia College of Nursing Standards of Nursing Practice, specialty standards as applicable and the policies and procedures of the IWK.

Your Qualifications

Bachelor's Degree in Nursing required (candidates with commensurate experience and education will be considered). Licensed or eligible for licensure by the provincial regulator is required. Current successful completion of a Heart and Stroke Foundation of Canada Basic Life Support Level (BLS) Program within the last 12 months, or successful completion of a BLS Renewal Challenge Certificate, required. Minimum two (2) years pediatric nursing or two (2) years Emergency Care experience required. PALS and TNCC Trauma Course required within one year. ACLS an asset. CNA Certification in Emergency or Critical Care Nursing an asset. Ability to work as a member of an interdisciplinary team. Demonstrated critical thinking skills, including clinical judgment, problem-solving skills and strong decision-making ability. Demonstrated strong communication, organizational and interpersonal skills with patients, families and colleagues. Competencies in other languages an asset. <https://jobs.nshealth.ca/iwk/job/Halifax-Registered-Nurse%2C-Emergency-Department-Nova-B3K-6R8/605922417/>

Resume

YOUR NAME

Phone | Email | Location (City, State, ZIP)
Online Portfolio/Professional Website (Optional)

PROFESSIONAL SUMMARY

2-3 sentences or 2-3 bullet points that include your years of professional experience, accomplishments, top skills and strengths as they relate to the position and what you're looking for in your next role.

EXPERIENCE

Title **Start Date - End Date**
(Current)

Company Name, Location

- (Action verb) + what you did (more detail) + reason, outcome or quantified results
- (Action verb) + what you did (more detail) + reason, outcome or quantified results
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- (Action verb) + what you did (more detail) + reason, outcome or quantified results

Title **Start Date - End Date**

Company Name, Location

- (Action verb) + what you did (more detail) + reason, outcome or quantified results
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- (Action verb) + what you did (more detail) + reason, outcome or quantified results

SKILLS

[Relevant skill] | [Relevant skill] | [Relevant skill] | [Relevant skill] | [Relevant skill]

EDUCATION

Degree Type, Major (if applicable) **Month/Year of Completion**
Institution Name

CERTIFICATIONS

- **[Certification]**, [Certifying organization] - [Year earned]

AWARDS/RECOGNITIONS/VOLUNTEER WORK - (OPTIONAL)

- Award, recognition or volunteer work
Date
- Award, recognition or volunteer work
Date

Cover Letter

Prepare a cover letter addressed to a real new-graduate posting, connecting directly to your **professional identity statement** and at least **one development area**. Sample cover letters can be found on Indeed.

Johnny Chu
Mississauga, Ontario
(000)-555-1234
j.chu@email.com

Dec 13th 2021

Herbert Ertlinger
Majestic Heart Health Services
555 Sherman Way
Mississauga, Ontario

Dear Mr. Ertlinger,

I'm writing today to apply for the Support Services Department role of resident support worker at Majestic Heart Health Services. I've attached my resume in support of this application, where you may find my experience and qualifications. I believe you will find that my history of nursing placements and training so far make me a promising candidate for the support worker role.

I'm currently in the second year of my Bachelor of Science in Nursing (BScN) at the Caledonia University in British Columbia, where I have maintained an A+ average grade. I have achieved my qualifications related to the Standard and Emergency First Aid modules, including transferring, lifting and repositioning (TLR), CPR provider, and WHIMS. In my experience in work placements, I have provided compassionate and well-administered care.

I'm experienced with offering holistic, considered, and resident-directed care. I have experience with personal care protocols such as those involved in bathing, dressing, and hygiene. As a nursing student, I have proven my ability to learn up-to-date processes and procedures. In my volunteer experience, I developed my bedside manner and procedural techniques. I've proven throughout my education and placements that I'm capable of providing specialized care for all ages and conditions.

Thank you for your time and consideration of my application. I would love to discuss the opportunity further, so please don't hesitate to get in touch.

Sincerely,
Jonny Chu

Cover letter guide & template: <https://ca.indeed.com/career-advice/resumes-cover-letters/nursing-student-cover-letter-sample>

References

American Psychological Association. (year). Article title: Capital letter also for subtitle. *Name of Journal*, volume#(issue#), pg#-pg#.

Author(s) of essay or chapter. (year). Title of essay or chapter. In F. M. Lastname (Ed.), *Book title* (pages of essay or chapter). Publisher. <https://doi.org/10.xx.xxxxxxxxxxx>

Freud, S. (year). Article title. *Name of Journal*, volume(issue), pages.
<https://doi.org/10.xx.xxxxxxxxxxx>

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EW.pdf](https://www.nsnmr.ca/sites/default/files/documents/resources/EntryLevelCompetenciesRNN%20EW.pdf)

* More nursing-specific reference examples can be found on the APA website here:

<https://apastyle.apa.org/style-grammar-guidelines/references/examples/clinical-practice-references>