

GILA COUNTY HUMAN RESOURCES

JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501



POSTED: JULY 12, 2012
CLOSING DATE: JULY 18, 2012

DEPARTMENT: Sheriff's Office

POSITION: Public Health Nurse

LOCATION: Globe

JOB CODE: 12-061

ANNUAL SALARY: \$44,241.60-\$53,892.80 DOE

NATURE OF WORK:

Provides professional public health nursing care service's to County residents covering education, health assessment, and counseling services in homes, various clinics, and schools in connection with the detection, prevention and control of diseases and adverse health conditions.

DUTIES AND RESPONSIBILITIES:

- Delivers and coordinates public health nursing care and conducts clinics throughout Gila County including Orthopedic, Cardiac, Well Child, STD Prevention, and open community clinics.
- Deliver's skilled nursing care in outside clinic environments; assists physicians with specialty clinics and referrals; provides professional instruction, counseling and guidance to individuals and groups related to the prevention of disease and the promotion of health.
- Prepares, administers and evaluates vaccines for County residents; oversees the maintenance of a viable County vaccine inventory; maintains accurate documentation regarding immunization records for children and adults.
- Educates and counsels clients and their families in health maintenance and promotion and disease prevention in order to enhance the individual's ability to recognize the need for and to seek treatment to meet health care and general social needs; and demonstrates nursing techniques for home care of the ill or injured; provides health education presentations to schools and community groups; informs, educates and empowers residents regarding health issues.
- Conducts epidemiological investigations of vaccine preventable and communicable diseases; interviews/counsels patients and conducts screening and assessment in response to epidemic outbreaks; obtains necessary lab work and ensures the provision of appropriate treatment.
- Coordinates client care with other health professionals to improve client's health; refers clients and/or families to appropriate community or public agencies to obtain services or assistance to improve or maintain social functioning and health; and refers clients to physicians when medical intervention is indicated.
- Participates in a variety of community screening, educational and related projects; addresses community and school groups related to public health programs; conducts S.T.D. prevention and education, testing and case management.
- Assists with quality improvement procedures and helps to develop policies and plans to support community health efforts.
- Prepares and submits monthly reports in compliance with reporting requirements.
- Attends and participates in staff meetings, in-service and continuing education programs.
- Monitors community health issues and status; monitors and enforces laws and regulations that protect the health and safety of the general public.

WORKING ENVIRONMENT:

Work is performed in both a standard office and medical environment; exposure to infectious diseases when conducting investigations and patient teaching; exposure to blood borne pathogens when administering vaccines or obtaining lab work; potential exposure to fires, floods and bio-terrorism when responding to public health emergencies; must be able to stand for extended periods of time and may be required to lift/carry up to 50 pounds; may be required to respond to emergency or stressful situations

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EMPLOYMENT STANDARDS:

Bachelor's Degree in Nursing and two (2) years nursing experience; public health nursing experience is preferred; or equivalent combination of education, training and experience. Current License as a Registered Nurse in the State of Arizona; a valid Arizona Driver's License.

KNOWLEDGE, SKILLS & ABILITIES REQUIRED:

Knowledge of: Principles, practices and techniques of providing public health nursing services including diagnosis, treatment, control and prevention of communicable and chronic illness; methods and standards for delivering public health nursing care and clinics; orthopedic, cardiac, well child and open community clinics; S.T.D. prevention, education, testing and case management; County vaccination programs; immunization record and documentation requirements; principles and practices of health education and instruction; procedures and standards for conducting epidemiological investigations; screening and assessment responses in relation to epidemic outbreaks; laws and regulations governing public health and safety.

Ability to: Coordinate and deliver public health nursing services; provide orthopedic, cardiac, well child, STD and open community clinics; perform a variety of highly skilled nursing functions; administer County vaccination programs and maintain vaccine inventories; monitor community health issues; provide public health presentations to schools and community groups; make sound nursing judgments and decisions during emergency situations; assist with epidemiological investigations; obtain lab work and ensure the provision of appropriate treatments during epidemic outbreaks; ensure compliance with regulations governing public health and safety; communicate effectively orally and in writing.

Skills in: exercise independent judgment; plan, organize, and carry out public health nursing activities in a local area; apply public health nursing laws and regulations; assessing normal health and behavior and developing and implementing effecting treatment plans; providing and coordinating public nursing care services and clinics for County residents; performing a full range of highly skilled nursing functions; dealing with clients of various socio-economic backgrounds and temperaments; demonstrating tact, diplomacy and compassion; responding appropriately in emergency or stressful situations.

NOTICE: APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.