

JOB DESCRIPTION TELLER COUNTY

Job Title: Public Health Nurse II

Classification: Exempt

Department: Public Health

Salary Range: 48

Reports to: Director of Public Health

Job Status: Full-Time

SUMMARY OF JOB RESPONSIBILITIES:

The Public Health Nurse II (PHN II) works to assure the delivery of preventative health care and services that use the public health framework to protect the health of individuals, families, and community. The PHN II uses nursing assessment to monitor, investigate, inform, educate, and empower people about health issues. The PHN II works to mobilize community partnerships to identify and solve health problems, develop plans, link people to resources, and evaluate effectiveness, accessibility, and quality of personal and population based health services.

FUNCTIONS/TASKS: *(All persons, with or without reasonable accommodation, who can perform the essential functions/tasks required on this job or position will receive full consideration toward it.)*

ESSENTIAL FUNCTIONS:

- (1) Coordinate reproductive health clinic, staff, and services to include program implementation and data reporting.
- (2) Advocate for clients, families, and the community and link people to quality health care.
- (3) Manage grant reporting and writing, as needed within the specific scope of programs
- (4) Actively participate on community boards and coalitions as a public health professional.
- (5) Work to identify needs and service gaps and promote quality health care.
- (6) Support individuals and community partners in addressing Maternal Child Health (MCH) priorities that identify and assess the health status and needs of the MCH population
- (7) Collaborate and mobilize community partnerships to identify and address health problems.
- (8) Provide education and resources to health care providers and agencies (such as the school districts, community resource agencies, and child care providers) and fulfill on-site services as contracted.)
- (9) Investigate health problems and health hazards (communicable diseases) in Teller County and support immunizations to prevent disease and promote wellness.
- (10) Support Public Health emergency preparedness and response and recovery within the Health and Medical ESF 8 scope of work.

OTHER FUNCTIONS/TASKS:

- (11) May be required to supervise staff.
- (12) Attend conferences, committee meetings, state and local trainings, and monthly staff meetings as required.
- (13) Participate in the promotion of Public Health activities and the mission of TCPHE through local events and media.

Public Health Nurse II (continued)

(14) Perform similar duties as assigned.

MINIMUM REQUIREMENTS: *(The following requirements are necessary to reasonably ensure the County that the individual selected for this position will be able to perform the essential functions and/or tasks of the position.)*

- (1) Skills/Knowledge:
Ability to work independently (with resources and support) to complete assignments.
Must maintain HIPAA compliance
Working knowledge of public health principles and practices.
Demonstrate professional nursing skills to include assessment, safe pharmacology, and clinical intervention.
Ability to effectively prioritize to complete assignments and have time management skills.
Ability to learn new technologies and identify valid resources.
Ability to supervise support staff.
Working knowledge of various software programs.
- (2) Experience/Education: Bachelors in nursing or related field required. Current Registered Nurse (R.N.) License in Colorado; minimum of two (2) years as an R.N in Public Health Nursing or in Community Based Health Care preferred.
- (3) Visual Acuity/Hearing/Speaking: Ability to read English; ability to read characters on a computer screen, effective written, verbal, and public presentation skills, strong communication skills
- (4) Physical Effort/Dexterity: Manual dexterity; ability to use a keyboard, ability to drive a car; physically attend to clients' needs in a variety of settings: ability to sit, stand, bend, and walk; ability to lift and carry 25 pounds.
- (5) Environmental Factors: Increased risk of communicable disease exposure. Potential safety issues related to working with high-risk clients and possible environmental hazards.
- (6) Work Schedule/Characteristics: Clinic schedule and "on call" as needed for public health investigations, home visits, official public health/outreach activities in the community, and emergencies such as natural disasters and bio-terrorism.
- (7) Special Requirements: Possession of a valid Colorado driver's license.