

NOTICE OF VACANCY

TITLE: Public Health Nurse
DEPARTMENT: Health
POSITION STATUS: Full time, AFSCME Local 1818 position, 35 hours per week.
REPORTS TO: Health Agent or designee
SUPERVISION EXERCISED: May provide guidance to paraprofessional and students assigned for field experience

WEEKLY SALARY: **STEP I**
\$1266.10

DUTIES:

Identifies the physical, social, and emotional health needs of individuals and families through systematic assessment, utilizing professional skills, health history, physical evaluation and laboratory and other diagnostic tools.

Promotes complete reporting of reportable diseases including infectious diseases, tuberculosis, and lead poisoning. Consults on cases and with contacts for the purpose of history taking, performance of epidemiologic survey, instruction of the family and contact, supervision, and referrals.

Participates in formulating and implementing a plan for integrating health with the educational programs of local parochial schools. Participates in planning for community health and social services for adults, elderly, and handicapped residents.

Makes home visits to less able elderly to evaluate need for services and referral to agencies providing needed service.

Assumes leadership in involving other professional disciplines in planning, coordinating, implementing, and evaluating comprehensive health services. Participates with co-workers in establishing priorities for service and in evaluation the effectiveness of service programs in terms of improved health status of individuals, families, and the community.

Maintains communication with personnel and services of the North Shore Pulmonary Clinic. Organizes and participates with Board of Health physician in all immunization clinics.

Maintains records, prepares reports, and files such as statistical reports, annual reports, flu immunization, etc., for the Board of Health and the State Dept. of Public Health.

Conducts public health inspections as needed including, but not limited to: Recreational Camps for Children and Body Art.

Continues professional development by obtaining required continuing education units.

Assist in the development and review of City Public Health emergency response plans and manage operations of emergency dispensing site.

Function as part of the emergency response Incident Command structure and participate in local and regional Public Health emergency response activities

Research available grant opportunities and assists in the grant application process. Makes recommendations for program development to the Board of Health and assists in program implementation. Attends Board of Health meetings.

Other duties as assigned.

QUALIFICATIONS:

Must possess a current and valid registration as a Registered Nurse under the Massachusetts Board of Registration in Nursing.

One year experience as Public Health or School Nurse required, **OR a** Bachelor's Degree from a recognized school with a major in nursing may be substituted for the required experience.

Must be able to meet the professional standards as defined by the following organizations:

- The American Public Health Association
- The National League for Nursing
- The American Nurses' Association
- The Massachusetts Department of Public Health

Ability to speak Spanish preferred.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is regularly required to stand; walk; use hands to finger, handle, or feel objects; tools, or controls; reach with hands and arms; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 25 pounds and occasionally 100 pounds.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts and in outside weather conditions. The noise level in the work environment is usually moderate.

Qualified candidates are encouraged to apply via jobs@salem.com. Position open until a candidate is selected.

HUMAN RESOURCES

98 WASHINGTON STREET, 3rd Floor
SALEM, MA 01970

Lisa B. Cammarata, Director

DATED: June 29, 2022

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