

PUBLIC HEALTH NURSE

NAUGATUCK VALLEY HEALTH DISTRICT

JOB DESCRIPTION

GENERAL STATEMENT OF DUTIES

This is a professional public health nurse position with a broad scope of nursing responsibilities in the community including, but not limited to, infectious disease control, immunizations, chronic disease control, maternal and child health, elderly health, environmental health, health education and occupational health.

Work involves responsibility for achieving and maintaining safe and healthy conditions through the application of professional knowledge, skills and abilities in public health nursing. The position carries out legal responsibility for the investigation and application of control measures for communicable diseases in the district. The work involves a wide array of preventive health and health promotion programs aimed at increasing the healthy lifespan of all residents in the health district.

ACCOUNTABILITY AND SUPERVISION

Works under the direction of the Assistant Director for Community Health Services of the Naugatuck Valley Health District with oversight from the Director of Health.

WORKING ENVIRONMENT/ESSENTIAL FUNCTIONS

The Public Health Nurse is required to perform occasional lifting of equipment and materials weighing up to 25 pounds. Duties require climbing up and down stairways, significant walking, sitting and/or standing, some of which may be on uneven ground. Working outdoors in inclement weather may be required. The work requires the use of a computer and other business machines.

DUTIES AND RESPONSIBILITIES

- Provides reports, investigation, education, referral and follow-up of all communicable and infectious diseases as required. Conducts case and contact intervention as needed.

- Conducts surveillance, collects samples, and maintains data base for diseases that affect the public's health.
- Assists in the planning, marketing and presentation of public health education, preventive health, and health promotion programs to individuals, families, groups, and the community as needed.
- Conducts or assists in the implementation of community, group or individual health screening programs as needed.
- Provides various immunizations in clinical, community, occupational and home settings.
- Assists with health clinics.
- Works in collaboration with other programs in the health district including, but not limited to, environmental health and nutrition services.
- Provides public health nursing home visits as needed.
- Provides occupational health programs including bloodborne pathogens training, health education and immunizations.
- Provides a range of environmental health nursing activities including, but not limited to, rabies, tattoo and body piercing inspections, asthma control, and lead poisoning prevention.
- Responds by telephone, in person, or in writing to persons seeking health information, regarding health rules and regulations, specific complaints, and other community health problems.
- Prepares nursing reports; statistical reports; and reports of inspections, investigations and activities. Collects samples as required.
- Assists in the preparation of news releases, flyers, electronic messages and other communications to promote healthy behavior or to market community health services.

- May be responsible for the administration of the section during the absences of the Assistant Director for Community Health Services.
- Assists in the evaluation of programs, policies and procedures.
- Provides community health orientation and mentoring of students.
- Responds to emergencies and local public health occurrences of an urgent nature during and beyond the standard hours of operation.
- Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

- Thorough knowledge of the modern methods, principles and practices of public health nursing and community health. Knowledge of the causes, impacts of, and solutions to current public health problems.
- Considerable knowledge of, and the ability to interpret, explain and enforce the laws, ordinances and regulations governing local public health, public health nursing and community health.
- Considerable ability to communicate effectively, both orally and in writing.
- Ability to follow oral and written directions.
- Ability to read and understand complex written material.
- Considerable ability to deal with individuals in highly sensitive and confidential matters.
- Ability to be a team player
- Ability to prepare and maintain various records and reports, including computerized records and reports.
- Considerable organizational skills and an ability to work independently.

- Good interpersonal skills with a desire to work collaboratively with individuals, groups, multiple agencies, the general public, and diverse communities.

- Basic computer skills.

QUALIFICATIONS

Registered Nurse, licensed in the State of Connecticut, preferably with a BS in Nursing, with at least two years' experience in communicable diseases, maternal and child health program, immunizations, health education or other public health related nursing experience.

SPECIAL REQUIREMENTS

- Possession of a current CT Motor Vehicle Operator's License with access to a motor vehicle and current motor vehicle insurance coverage is required.

- Testing for substance abuse, a physical examination, and a criminal background check may be required as part of the employee procedures.

- Maintenance of the Connecticut Registered Nurse license in good standing shall be a requirement for the employee to remain in this classification.

DESIRABLE QUALIFICATIONS – Bilingual a plus

Revised April 15, 2015 Personnel Committee